

**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.

Held on Wednesday 3<sup>rd</sup> March 2021 at 7.00pm

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

IN ATTENDANCE: Chris Wilkins, Town Clerk  
Nicola Vodden, Meetings Administrator  
Cllr Jeremy Heron

ABSENT: Cllr Peter Kelleher

**OS/6039  
PUBLIC PARTICIPATION**

There were no members of the public present.

**OS/6040  
APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence had been received from Cllrs Kelleher and Rippon-Swaine.

**OS/6041  
DECLARATIONS OF INTEREST**

There were none.

**OS/6042  
MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** That the minutes of the meeting held on 3<sup>rd</sup> February 2021 be approved and signed as a correct record.

**OS/6043  
CARVERS CLUBHOUSE**

Members received the notes of the Carver’s Working Party meeting on 10<sup>th</sup> February 2021 (Annex A). Clarification was sought in respect of those who could participate in development



of the visualisation for enhancing facilities at Carvers. This is not restricted to Working Party members and anyone else with ideas or a desire to be involved would be welcome.

It was suggested that the aspirations for Carvers should be included in the Neighbourhood Plan, in due course.

**RESOLVED:** 1) That the notes of the Carver’s Working Party meeting on 10<sup>th</sup> February 2021 (*Annex A*) be received and the actions therein noted: and  
2) That Cllr. Ring be admitted to membership of the Working Party.

**ACTION C Wilkins**

**OS/6044  
EVENTS MANAGEMENT**

In light of the government’s roadmap out of lockdown, it is hoped that the fireworks and Christmas events can go ahead this year. Dates had already been agreed and a meeting of Ringwood Events Team would be scheduled, so that plans can start to be put in place.

**RESOLVED:** That the update regarding events be noted.

**ACTION C Wilkins**

**OS/6045  
PROPOSED CYCLING EVENT**

Members considered Cllr Day’s report on the proposed cycling event (*Annex B*). He explained that given the government’s roadmap out of lockdown, the date of the proposed event (15<sup>th</sup>/16<sup>th</sup> May) fall before the next stage in the easing of restrictions on 17<sup>th</sup> May 2021.

He added that the event is likely to attract hundreds of people (participants and supporters), encouraging people to visit the New Forest and to travel the long route through various towns. He thought this totally inappropriate at a time when people are being encouraged to stay local and it was difficult to see how the guidelines and regulations, including social distancing, could be complied with, to enable the event to take place legally and safely.

It was agreed that a response to the consultation be submitted in accordance with the recommendation in the report.

**RESOLVED:** That the Town Council respond to the consultation expressing concern about this event on the grounds of the public health of Ringwood residents, urging NFDC to engage with HCC and the organisers as to whether the event can properly and safely take place in accordance with Government Guidelines and Regulations and, if NFDC and HCC are not satisfied that the event can lawfully and safely take place, to make use of their powers to prevent the event from proceeding.

**ACTION C Wilkins**

**OS/6046  
WILDFLOWER PLANTING POLICY**



Members considered the draft Wildflower Planting Policy (*Annex C*). This had been initiated by Ringwood Action on the Climate Emergency (RACE) group following recurrent requests to provide space for wild-flower planting on Council land and will also serve to bolster the Neighbourhood Plan, in this regard.

Thanks were extended to Cllr Deboos for drafting the policy and to the Town Clerk, for his contribution.

**RESOLVED:** That the Wildflower Planting Policy (*Annex C*) be approved and adopted.

**ACTION C Wilkins**

**OS/6047  
PROJECTS** (current and proposed)

RLOS3 – Public open spaces security – It was noted that the earth bund had recently been added to the open space at Kingfisher Way and in response to a question regarding the long-term aim, the Town Clerk indicated that he would contact the residents’ association, as the understanding was that it would arrange for wild-flower planting to take place. In addition, it was noted that measures had been put in place in all areas identified as a priority and the Working Party would be putting forward a recommendation in relation to the Castleman Way open space, at a future committee meeting.

RLOS2 – Bickerley tracks – In response to a question, the Town Clerk indicated that greater provision had been built into next years’ budget for maintenance of the tracks and this is intended to provide for routine maintenance and filling the potholes with gravel.

**RESOLVED:** That the update in respect of projects (*Annex D*) be noted.

**ACTION C Wilkins**

**OS/6048  
EXCLUSION OF THE PRESS AND PUBLIC**

The Town Clerk set out the reasons for the Football Development Project being considered in private session. Members accepted this and agreed to exclude the press and public at this stage.

**RESOLVED:** That, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded because publicity would be prejudicial to the public interest by reason of the confidential nature.

**OS/6049  
FOOTBALL DEVELOPMENT PROJECT**

Members received an update on the football development project from the Councils’ representatives on the project steering group.

This included an outline of the preliminary design and points to note in terms of facilities, layout of the site, vehicle access and potential costs. Consultants had been instructed and a request for pre-application advice submitted to the planning authority. Three sources of funding had been identified. The Town Council was not expected to make a significant capital contribution.



The scheme was entering a phase where steering group discussions would extend further into the detail. Members were asked to consider, make known and give guidance on any issues or objections, in order that Council's representatives can take these matters forward, knowing the extent of their constraints.

The Committee endorsed its support for the project, at this critical point, and were content to proceed. Aspirations for the future were not included in the presentation and it was accepted that this phase relates to improvement of the football facilities exclusively, which would be run and managed by AFC Bournemouth Community Sports Trust (but with safeguards for the interests of Ringwood Town Football Club).

The position regarding the lease of 10-acre field needed clarification given its' recent change of ownership, however the project was not dependant on the availability of this land for use by the football club.

Issues with the vehicular access were acknowledged and it was suggested that the next phase may include the potential for a second entrance to the site, off Moortown Lane, across 10-acre field, however conflicting views were expressed as to whether this would be appropriate.

Members indicated that there should be a reasonably long lease (25 years), to cover the whole site if thought appropriate, with safeguards and assurances to ensure the support of local and youth teams, with remedial action if the arrangement does not deliver for Ringwood.

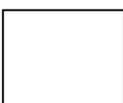
There is potential and space for additional facilities to be secured by possible future phases to this project but further Town Council land should be retained in hand until needed, to safeguard the wider community interest and preserve scope for other sports and interests. There is a need for this to be part of a grander scheme, with joined up thinking for other recreational facilities in the town and included in the Neighbourhood Plan. Any agreement for this phase should not impede the possible development of other areas of the site, at a future date.

It was agreed that the interests of local Council Tax-payers require that, in broad terms, the Council should not suffer a loss of income nor incur additional costs as a result of the project. These factors (including, particularly, the interest payable on the Public Works Loan Board loan taken out to purchase part of the site) should therefore be taken fully into account when seeking to agree the rent and other terms of the new site lease needed. However, the lease and any related agreements need not necessarily be on commercial terms in other respects.

Further advice is to be obtained to understand how VAT for the capital project could be fully recoverable, because if this is not possible, it could place the project in jeopardy. Members were not averse to the suggestion that the Council be a joint applicant to the grant application to facilitate this, but wanted to understand the long term VAT implications for the site, if that was to be the case. Suitable guarantees need to be in place to protect the Council from being financially liable. They endorsed the Town Clerk's indication that confirmation would be sought from HMRC as to the legitimacy of the arrangement.

A discussion followed in respect of administrative arrangements. There were a range of views and no clear conclusions were reached regarding this.

The Town Clerk indicated that further information would be shared as it becomes available. The project group had a communication strategy in place and would publicise the proposals to the community for comment at the appropriate time.



Members expressed thanks to Cllr Loose and the Town Clerk for the presentation and were appreciative of their involvement with the project steering group.

**RESOLVED:** That the report on the Football Development Project be received and direction provided to the Council's representatives to assist in future discussions with the project steering group.

<b>ACTION C Wilkins</b>
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There being no further business, the Chairman closed the meeting at 8.58pm.

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

RECEIVED  
31<sup>st</sup> March 2021

APPROVED  
7<sup>th</sup> April 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

## Carvers Working Party

### Notes of meeting held on Wednesday 10<sup>th</sup> February 2021 at 7.00pm

Present: Cllr Andy Briers (Chair)  
Cllr Hilary Edge  
Cllr Rae Frederick  
Cllr. John Haywood  
Cllr Jeremy Heron  
Cllr. Glenys Turner

In attendance: Christopher Wilkins – Town Clerk  
Charmaine Bennett – Clubhouse Manager  
Cllr. Philip Day  
Cllr. Gareth DeBoos  
Cllr Gloria O'Reilly  
Cllr. Tony Ring  
Ben Salisbury

Absent: Cllr Peter Kelleher

#### 1. APOLOGIES FOR ABSENCE

Cllr. Kelleher had tendered apologies for absence and these were accepted.

#### 2. DECLARATIONS OF INTEREST

No disclosable pecuniary interests were declared.

#### 3. NOTES OF PREVIOUS MEETING

The Notes of the meeting on 11<sup>th</sup> November 2020 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 November

- Only two hirers had booked the Clubhouse in November and December
- All bookings have had to be suspended during the lockdown and the only activities currently allowed are meetings of the two support groups
- The café was opened in November and December. Bookable arts and crafts events were popular. An experiment in later afternoon opening was unsuccessful and won't be repeated before a review later in the Spring.
- She has been working hard to maintain the Clubhouse's profile on social media to sustain public awareness
- We have registered under the Kickstart Scheme and completed all the required form-filling – we can now only wait for the Job Centre to refer suitable applicants
- She remains hopeful of being able to host some summer activities later in the year
- She would like to focus on addressing young people's mental health when the facilities can be made available and briefly described a project available from a local agency that could be run in partnership with Ringwood School for Year 8 and 9 students
- Officers will be proposing a budget virement to enable the funding for detached youth work to be used to fund work by outside organisations rather than in-house staff.

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## 5. DEVELOPMENT VISION AND PROJECTS

Cllrs. Frederick and DeBoos explained that it would help to have a have a strategic vision and plan for enhancing the facilities at Carvers when it comes to applying for grant-funding. Cllr. Frederick presented a proposal (see attached) which had been prepared with support from Ben Salisbury.

There was general support for the proposal in principle but the importance of consulting potential users and local residents in general before committing to specific measures was emphasised. It was agreed that a 'visualisation' of the kinds of enhancements that might be possible would be an essential starting point for public consultations.

The detailed information about play equipment obtained by Cllr Edge was noted and Cllr Edge was thanked for her work in this respect.

### **ACTIONS:**

- 5.1 **Cllr. Frederick will lead a small group to include Ben Salisbury and anyone else wishing to be involved, to develop the visualisation;**
- 5.2 **The visualisation is to be shared among all working party members as it evolves but is not to be published or shared outside the Council pending further discussion and agreement;**
- 5.3 **Chris Wilkins will share with Cllr Frederick the play equipment details, images and cost data obtained by Cllr Edge for incorporation in the visualisation where practicable;**
- 5.4 **When the development of the visualisation has reached a suitable stage, Chris Wilkins will consult members about an interim meeting or other means of progressing its adoption and use.**

## 6. FUTURE MEMBERSHIP AND PROCEEDINGS

Cllr Ring applied to join the Working Party.

### **RESOLVED:**

- 6.1 **That Cllr. Ring be admitted to membership of the Working Party;**

## 7. UPCOMING MEETINGS

Details of upcoming meetings of the Working Party were noted as follows:

Wednesday 12<sup>th</sup> May 2021 at 7pm

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

There being no further business, the meeting closed at 7.53pm.

RECEIVED  
3<sup>rd</sup> March 2021

APPROVED

COMMITTEE CHAIRMAN

WORKING PARTY CHAIRMAN

**Vision: Carvers is a place where people linger and enjoy the recreation opportunities it provides**

### **The situation today**

Carvers provides outdoor recreation for young children, plus teenagers who utilise the skate park. The remainder of the field is primarily used to exercise dogs. There is a Clubhouse a Pavilion building and sheds used by RTC staff. Many people use Carvers as a cut through, but only a small proportion stop and use the facilities.

### **Where we want to be in the future**

Carvers provides recreation facilities for all age ranges. People find Carvers an inviting and interesting area to visit and spend time.

### **How can we get there?**

1. Increase the range and variety of recreation activities
  - Invest in additional equipment
  - Work with local clubs and instructors to have a timetable of outdoor classes (note may involve adding a covered area for say yoga classes or perhaps refurbishing the cricket pavilion)
2. Make Carvers and the Clubhouse a more inviting space
  - Increase the number of seating areas
  - Provide shade and natural interest (and could include events e.g. bug hunts)
  - Host exhibitions and craft workshops in the clubhouse
3. Improve the awareness of what Carvers offers
  - Signage
  - Publicity including social media
4. Improve the access to the area

## RECREATION, LEISURE & OPEN SPACES COMMITTEE

3 March 2021

### Proposed Cycling Event – 15 & 16 May 2021

#### 1. Introduction and reason for report

- 1.1 The Council has been notified by New Forest District Council of a proposed cycling event, to take place over the weekend of 15 and 16 May 2021. The authority is undertaking a public event consultation, with the deadline for representations being 18 March 2021.
- 1.2 Full details of the event are attached at Appendix 1, and details of the long route can be viewed here: <https://ridewithgps.com/routes/34466089>.
- 1.3 Cllr Day has asked that the proposed event be considered by Committee.
- 1.4 The Government's "Route Map" published on 22 February can be viewed here: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/963491/COVID-19\\_Response\\_-\\_Spring\\_2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/963491/COVID-19_Response_-_Spring_2021.pdf)
- 1.5 On the face of it, this event, scheduled as it is for 15 and 16 May (before the earliest date for a move to "Stage 3" which is 17 May) is unlikely to be compliant with the "Route Map" and were it to proceed, local residents may well be concerned at the impact it may have, given that it will undoubtedly attract large numbers of participants from far and wide, many of whom are likely to gather in crowds both before, during and after the event.
- 1.6 However, decisions regarding whether to issue a "Direction" to prevent the event from taking place under the relevant Covid-19 regulations rests with the County Council.

#### 2. Issue for decision

- 2.1 To consider whether to respond to the consultation.

#### 3. Recommendation (suggested by Cllr Day)

- 3.1 That the Town Council respond to the consultation expressing concern about this event on the grounds of the public health of local residents, urging NFDC to engage with HCC and the organisers as to whether the event can properly and safely take place in accordance with Government Guidelines and Regulations and, if NFDC and HCC are not satisfied that the event can lawfully and safely take place, to make use of their powers to prevent the event from proceeding.

For further information, contact:

Cllr Philip Day  
Direct Dial: 078 558 27798  
Email: philipringwood@outlook.com

Chris Wilkins, Town Clerk  
Direct Dial: 01425 484720  
Email: chris.wilkins@ringwood.gov.uk



# Ringwood Town Council

## Wildflower Planting Policy

Adopted on: 3<sup>rd</sup> March 2020

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### 1. Introduction

Requests to plant native wildflowers on land owned or managed by Ringwood Town Council (RTC) are occasionally made to Councillors and Council Officers. This Policy seeks to give clear guidance regarding the circumstances where such requests may be granted.

### 2. RTC Owned Open Spaces

- 2.1 In accord with the Open Spaces Act (1906) Section 10, RTC shall “hold and administer the open space or burial ground in trust to allow, and with a view to, the enjoyment thereof by the public as an open space within the meaning of this Act and under proper control and regulation and for no other purpose: and maintain and keep the open space or burial ground in a good and decent state.” In addition, there may be covenants or other legal obstacles that restrict changes of a particular open space.
  - 2.2 Enjoyment by the public may take many forms, such as picnicking, dog walking, areas for children to play or simply admiring the beauty of that area. The Council needs to take into account the expectations of all parishioners, so a balance of well-maintained grass, formal playgrounds, wildflower areas, etc. is required.
  - 2.3 Requests by a person or organisation that a particular area is set aside for native wildflowers will include a site plan and timings that will be
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considered by the Recreation, Leisure & Open Spaces Committee if deemed necessary by Council Officers.

- 2.4 This policy is not intended to restrict the ability of RTC to plant wildflowers on its land at its own discretion and expense or to oblige it to do so.

### 3. The Planting Scheme

- 3.1 RTC reserves the right to require a plan for any proposed planting scheme, where the person or organisation wishing to carry out the work may be required to:

- Carry out and provide on request appropriate risk assessments for the activities proposed;
- Prepare the ground and plant in a manner that is not detrimental to the soil or the surrounding area;
- Assess the area and propose the planting of species that are in keeping with the soil and aspect;
- Manage the planted area for a time period agreed with Council officers, which will likely be 5 or more years, in order for the planting to realise self-regeneration and be clear of undesirable plants. Particularly in the initial years, additional planting may be required to enhance the scheme and as maintenance;
- Ensure Council grounds staff are able to mow or otherwise work on the area if required. To assist, grounds staff will need to know what plants have been sown so they can take into account the particular flower types and their reproductive cycle.

- 3.2 For avoidance of doubt, the person or organisation requesting the planting scheme will be responsible for any and all costs incurred in carrying out and maintaining the scheme for the agreed time period.

- 3.3 A planting scheme is more likely to be approved if it has fulfilled the requirements of Section 3.1 and also made a case that the area is suitable for and would benefit from wildflower planting. Factors like visual amenity, increased biodiversity and position of the site will be taken into account, thus fulfilling RTC's obligations laid out in Section 2.1.

## 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	Ground survey completed. Pre-application planning discussions initiated. VAT consultant engaged. Presentation prepared for RLOS meeting on 3rd March	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	Council resolved to proceed at January meeting. Plan area designated by NFDC and NFNPA. Grant application successful. Next steps: review of Steering Group; creation of working groups; and preparation of draft Action 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 due end March to treat Water Drop Wort	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	HE online Public Information Event to take place in March. Closure of West Street junction with A31, widening of pavements in West Street and reversal of traffic flow in Meeting House Lane to commence 1 March 2021. Works to divert water main to commence May 2021.	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
	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
<b>Policy &amp; Finance Committee</b>						
PF1	Website renewal	In progress	New photographs arranged. New text in preparation	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	
PF2	Greenways planning permission renewal	On hold - awaiting officer availability	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 Outreach work	On hold during pandemic restrictions	Committee decided on 17 Feb 2021 to vire budget enabling use of outside parties to provide this service	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	Grounds Foreman is seeking advice on options and indicative costs	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	

## Recreation, Leisure &amp; Open Spaces Committee



RLOS1	War Memorial repair	In progress	Completion report emailed to War Memorials Trust. Grant award has been confirmed but reduced from £4,240 to £3,820 to reflect breach of offer conditions.	Repair by conservation specialists with Listed Building Consent. Re-dedication ceremony to be arranged.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	In progress	Grounds Foreman is seeking advice on options and cost estimates from contractors.	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	Having reported to the Open Spaces Working Party, officers are arranging as much of the highest priority work as the budget allows.	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 and outline specification	Replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities	Town Clerk	Capital budget of £2,500 (reduced from £3,000) agreed for feasibility study 2020-21 to be rolled into £10,000 budget for joint feasibility study with car park in 2021-22.
RLOS5	Cemetery development	On hold - awaiting officer availability		Planning best use of remaining space, columbarium, etc.	Town Clerk	
RLOS6	Community Allotment	In progress	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special agreement 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	In progress	Attachment is with contractor awaiting parts needed for repair.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	Order placed for first 17 bins.	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	Agent given instructions following report to January meeting	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. Report will presented to committee in February.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	

#### Staffing Committee

S1	HR support contract renewal	On hold	Will commence in March 2021		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		Committee agreed in February that options for the repair of the wall should be investigated further.	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		
<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>							
	Cemetery map and registers digitisation	Professional scanning of the older registers and creation of a digital map to integrate with our management software	Town Clerk	Report considered at committee in November	Budget bid to undertake in 2021-22 approved	£5,000	Earmarked reserve
	Columbarium	Construction of columbarium facility at the Cemetery	Town Clerk		Budget bid to undertake in 2021-22 approved	£25,000	Earmarked reserves
	Play equipment at Toad Corner and Carvers	Installation of additional recreation facilities	Cllr Edge	Report on feasibility and outline costs presented on 2nd December	Budget bid to undertake in 2021-22 postponed	£36,000	Unascertained
	Feasibility study for new grounds dept. facility and car park at Carvers	Combining the existing study with a closer look at creating a new public car park at Carvers too	Cllr Briers	Discussed at Carvers WP	Budget bid to undertake in 2021-22 approved	£10,000	Earmarked reserve
	Poulner Lakes	Developing and improving access road facilities	Cllr Heron	Grounds foreman is seeking suggestions for possible road treatments	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		
	Facilities for school-age teenagers	Rseaarching demand and possible options	Cllrs Frederick & Turner		Floated as possible future project		
<b>Staffing Committee</b>							
None							

