

# Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT  
Tel: 01425 473883  
www.ringwood.gov.uk

## PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

23<sup>rd</sup> February 2023

A meeting of the above Committee will be held on **Friday 3<sup>rd</sup> March 2023** at 10.00am in the Forest Suite, Ringwood Gateway and your attendance is requested.



Mr C Wilkins  
Town Clerk

---

### AGENDA

**1. PUBLIC PARTICIPATION**

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

**4. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of the meeting held on 3<sup>rd</sup> February 2023

**5. PLANNING APPLICATIONS**

To consider applications and to note applications determined under delegated powers (*Report A*)

**6. NEIGHBOURHOOD PLAN**

To receive a verbal update on Ringwood Neighbourhood Plan

**7. STRATEGIC SITES**

To receive updates in relation to strategic sites:-

- i) Land off Crow Lane / Crow Arch Lane (Beaumont Park)
- ii) Land north of Hightown Road
- iii) Land off Moortown Lane
- iv) 2 Market Place and Meeting House Lane

**8. PREMISES LICENCE (S17) Ref: LICPR/23/00738**

To consider the application for grant of premises licence for The Pour House, 17-19 West Street, Ringwood. BH24 1DY (*Report B*) [view online here](#)

**9. HCC CONSULTATION: DRAFT GUIDANCE ON PLANNING OBLIGATIONS AND INFRASTRUCTURE REQUIREMENTS**

To note the draft guidance and consider whether or not to respond to the consultation, which ends on 31 March 2023 (*Report C*)

**10. PROJECTS** (current and proposed)

To consider the officers' report (*Report D*), receive any verbal updates and agree next steps where necessary

**11. NFDC/NFNPA PDCC**

To review applications that are due before NFDC/NFNPA Planning Development Control Committee

If you would like further information on any of the agenda items, please contact Jo Hurd, Deputy Town Clerk, on (01425) 484721 or email [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk).

Committee Members

Cllr Philip Day(Chairman)  
Cllr Rae Frederick (Vice Chairman)  
Cllr Andrew Briers  
Cllr Gareth Deboos  
Cllr Hilary Edge  
Cllr Peter Kelleher  
Cllr Gloria O'Reilly  
Cllr Derek Scott  
Cllr Glenys Turner

Officers

Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Office Manager

<b>Permission (1)</b>	Recommend Permission, but would accept planning officer's decision
<b>Refusal (2)</b>	Recommend Refusal, but would accept planning officer's decision
<b>Permission (3)</b>	Recommend Permission
<b>Refusal (4)</b>	Recommend Refusal
<b>Officer Decision (5)</b>	Will accept planning officer's decision

Number	Name	Address	Proposal	Deadline for comment	P.O. brief	Recommendation Permission (1) Recommend Permission, but would accept planning officer's decision Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons) Permission (3) Recommend Permission Refusal (4) Recommend Refusal (plus reasons) Officer Decision (5) Will accept planning officer's decision
22/00961FU LL	McDonalds Restaurants	Land From McDonalds, Pickett Post, and land adjacent to the A31	Installation of horizontally directed foul rising main <a href="#">view online here</a>	13.3		
23/00054FU LL	Mr & Mrs Moulton	Foresters, Hightown Hill, Ringwood. BH24 3HQ	Detached garage with incidental accommodation over <a href="#">view online here</a>	7.3		
23/00077FU LL		Forest Oaks, Linford Road, Shobley, Ringwood. BH24 3HT	Retention of garage building <a href="#">view online here</a>	20.3		
23/10013	Mr. Knos	Gairloch, Hightown Road, Hightown, Ringwood. BH24 3DY	Two storey side extension with new roof light to replace existing garage; roof alterations; single storey rear extension with pitched roof; lantern window <a href="#">view online here</a>	3.3		
23/10061	Mr & Mrs Smith	20 Highfield Drive, Ringwood. BH24 1RL	Single-storey rear extension and replacement roof with accommodation <a href="#">view online here</a>	24.2		
23/10072	Mr Moule	8, Highfield Avenue, Ringwood. BH24 1RH	Second floor extension, roof alterations and dormer windows <a href="#">view online here</a>	24.2		

## A

23/10077	Mr & Mrs Smith	74, Eastfield Lane, Ringwood. BH24 1UR	Variation of condition 2 of planning permission 20/10048 to allow amendment to Plot A - chimney omitted; amendment to Plot B - hipped roof now to be cropped gable with apex dormer to front <a href="#">view online here</a>	24.2		
23/10097	Mr Peters	29, Seymour Road, Ringwood. BH24 1SQ	Front and rear extension <a href="#">view online here</a>	7.3		
23/10125	Mr & Mrs Moyle	15, Fieldway, Ringwood. BH24 1QL	Front extension <a href="#">view online here</a>	10.3		
23/10135	Mr & Mrs Delaney	Doggetts, Cowpitts Lane, Poulner, Ringwood. BH24 3JX	Demolish existing UPVC conservatory and replace with oak framed addition with a gabled roof form and the same footprint as the existing conservatory <a href="#">view online here</a>	10.3		
CONS/23/00245CONS	Mr Sweeney	Forest Drove Cottage, Linford Road, Hangersley, Ringwood. BH24 3JN	Prune 4 x Oak trees <a href="#">view online here</a>	7.3		
23/00218CONS	Mr Cleverly	Holly Cottage, Cowpitts Lane, North Poulner, Ringwood. BH24 3JX	Prune 1 x Holly tree Prune 1 x Ornamental Crab Apple tree <a href="#">view online here</a>	5.3		
HCC/2023/0055	Wessex Water	Pumping Station, Hampshire Hatches Lane, Moortown, Hampshire. BH24 3AT	Water Recycling Centre site extension to include change of use from agricultural land with a new storm tank <a href="#">view online here</a>	21.3		

TPO/23/0073	Mr & Mrs James	7 Oak Lane, Ringwood. BH24 1QP	Sweet Gum – Reduce <a href="#">view online here</a>	14.3		
						<b><u>Considered under delegated powers:-</u></b>
23/00192CO NS		Brackenrigg, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Fell 1 x Yew tree Fell 1 x Fig tree Fell 1 x Silver Birch tree Fell 1 group of 3 Firs & 5 stunted unknown species Coppice Holly	24.2		22.2.23 P(1) Recommend Permission, but would accept the Tree Officer's decision.
23/00195CO NS		Hangersley Height, Hangersley Hill, Hangersley, Ringwood. BH24 3JS	Fell 1 x Silver Birch tree Remove 1 stem of a triple stem Silver Birch tree	25.2		22.2.23 P(1) Recommend Permission, but would accept the Tree Officer's decision.
22/11146		102 Northfield Road, Ringwood. BH24 1SU	Demolish existing bungalow and erect 4no. detached houses with new vehicular access and parking (revised scheme)	13.2		<p><b>Decision made under delegated powers on 13.2.23 to accept the Planning Officer's decision to refuse the application without referral to Committee on the grounds of over-development, loss of residential amenity and Habitat Mitigation.</b></p> <p>Observation 6.1.23:- Refusal (4) The Committee felt that the plans had even now not addressed the reasons for refusal for previous application 22/10368 (as per the NFDC decision noticed dated 26/05/2022). The proposal for 4 dwellings is overdevelopment of the site, with poor layout, resulting in overcrowding. There were concerns about overlooking and overshadowing of surrounding properties, particularly the properties to the rear and east. There were also concerns about the parking arrangements on site and note the parking provision has been reduced and consider this is now contrary to Parking Standards Policy. It was considered that the proposal would impact the highway with 4 properties using one access, close to two junctions. The Committee was surprised the Highways Authority raised no</p>

# A

						objection and requested a site meeting with the Highways Authority and the opportunity to discuss with them on-site what the Council considers the issues to be. Members were disappointed that the site had been cleared of all mature trees prior to submission of the application and preparation of the Ecological Impact Assessment.
--	--	--	--	--	--	---

**Environmental and Regulation**

Service Manager: Joanne McClay

**B**

Mr C Wilkins  
Ringwood Town Council  
Ringwood Gateway  
The Furlong  
Ringwood  
Hampshire  
BH24 1AT

Our Ref: LICPR/23/00738

Your Ref:

21 February 2023

Dear Mr Wilkins

**Licensing Act 2003 - Grant of Premises Licence (S17)**

**Premises: THE POUR HOUSE THE POUR HOUSE, 17-19 WEST STREET, RINGWOOD, BH24 1DY**

**Ref: LICPR/23/00738**

This letter is sent to you for information as an organisation representing the local area to advise that the above application has been received by the Licensing Authority.

Details of the application are shown below, online at

[www.newforest.gov.uk/article/1377/Public-registers-of-licences](http://www.newforest.gov.uk/article/1377/Public-registers-of-licences) and should also be displayed on the premises. Full details of the application can be viewed at the Council Offices, Appletree Court, Beaulieu Road, Lyndhurst, Hampshire SO43 7PA

The details of the application for a premises licence are as follows:

Grant of a premises licence to permit plays, films, performances of dance, anything similar, indoors and outdoors 08:00hrs to 00:00hrs, Sunday 08:00hrs to 23:30hrs. Indoor Sports 08:00hrs to 00:00hrs, Sunday 08:00hrs to 23:30hrs. Live Music 10:00hrs to 00:00hrs, Sunday 10:00hrs to 23:30hrs. Recorded Music 08:00hrs to 01:00hrs, Sunday 08:00hrs to 23:30hrs. Late Night Refreshment 23:00hrs to 01:00hrs, Sunday 23:00hrs to 00:00hrs. Supply of alcohol on and off 08:00hrs to 01:00hrs, Sunday 08:00hrs to 00:00hrs. Hours open to the public, Monday to Saturday 08:00hrs to 01:30hrs, Sunday 08:00hrs to 00:30hrs. Plays extended on bank holidays, town and national events private functions 07:00hrs to 00:30hrs. Films until 01:00hrs New Years Day. When alcohol for sale hours are extended for Bank Holidays, town and national events, private functions same as New Years hours inside only. Indoor sporting event when sales of alcohol are extended bank holidays, summer and Christmas including a Sunday before 08:00hrs 01:00hrs. New Years Eve until 02:00hrs town and national events including a Sunday i.e. carnival, pedal car grand prix. Live music until 02:00hrs New Years Eve. Performance of dance New Years Eve 02:00hrs, outside Sunday to Thursday to 19:00hrs. Friday and Saturday 00:00hrs. When sales of alcohol extended for bank holidays, town and national events private functions until 02:00hrs including a Sunday before. Anything similar outside Sunday to Thursday until 21:00hrs, Friday and Saturday until 23:30hrs. New Years Eve until 02:00hrs.

I would remind you that when considering making a representation, or advising constituents who might wish to make a representation, the Licensing Authority may only consider representations which infringe or violate one or more of the four licensing objectives, which are:

- Prevention of crime and disorder,
- Public safety,
- Prevention of public nuisance,
- Protection of children from harm.

The timescale for representations is laid down in regulations attached to the Act and may only be changed by Parliament. Therefore the final date for representations is **20 March 2023**.

Yours sincerely

*Christa Ferguson*

Licensing Manager  
Licensing Services

Tel: 023 8028 5505  
Email: [licensing@nfdc.gov.uk](mailto:licensing@nfdc.gov.uk)



**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
3 MARCH 2023**

**HCC CONSULTATION: DRAFT GUIDANCE ON PLANNING OBLIGATIONS AND  
INFRASTRUCTURE REQUIREMENTS**

1. Hampshire County Council has for many years negotiated and secured financial contributions, and other planning obligations, from developers in relation to new development across the County. Funding has been secured towards new and improved infrastructure such as schools, transport and libraries.
2. To ensure they are doing this in a consistent and transparent way, HCC has compiled draft new guidance setting out the infrastructure and associated financial contribution requirements for the Council's key service areas.
3. The draft guidance also includes information such as when the Council would expect to secure land, buildings and contributions in kind; the section 106 process and associated fees; monitoring and reporting; and an overview of the pre-application process.
4. The draft document can be read online here: [DraftGuidance-PlanningObligations-Infrastructure.pdf \(hants.gov.uk\)](#).
5. The consultation ends on 31 March 2023.
6. It is RECOMMENDED that
  - 1) The draft guidance be noted; and
  - 2) Members consider whether or not the Town Council should respond to the consultation.

For further information, please contact:  
Jo Hurd, Deputy Town Clerk  
01425 484721 or [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk)

## Current Projects Update

D

Note: Projects marked as "on hold awaiting officer availability" are reviewed fortnightly. Numbers (where given) indicate position in the queue for resumption.

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2023)	The application for the PWLB loan is with DLUHC. The artificial turf pitch has been completed and handed over. A Pre-contract Services Agreement for the pavilion and other works has been entered into.	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	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	In progress	Pre-submission draft Plan approved by Full Council 25/01/2023. Regulation 14 public consultation in progress until 19/03/2023.	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	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Repair of original time capsule cover stone has failed and will be removed for repair in March. Interpretation board with details of sundial, Jubilee Lamp etc. to be designed and costed.	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 undertaken 21/04/2022, annual flail carried out in August and stream clearance carried out on 29th 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
PTE4	Climate Emergency	In progress	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
PTE5	Bus Shelter Agreement	In progress	Response awaited from ClearChannel on the financial complications and on request for use of advertising space.	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Completion dependent on clarification of financial issues (VAT treatment and non-domestic rates revaluation).	Town Clerk	No financial implications
PTE6	Shared Space Concept - Thriving Market Place	In progress	Meeting held with NFDC & HCC on 28/11/2022 to consider a draft concept plan. Both authorities will now discuss internally to consider scope and resources required, prior to carrying out community engagement. HCC will carry out some survey work in May to establish travel and parking patterns and count vehicles, pedestrians and cyclists.	Concept for town centre shared space identified through work on the Neighbourhood Plan.	Deputy Town Clerk	

Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:

A31 widening scheme	Complete	Scheme complete and road re-opened on 19 November.	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)	Complete	Bickerley reinstatement works being monitored.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
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
Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
Surfacing of Castleman Trailway	Complete	Surfacing works completed early April 2022.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions

	Railway Corner	In progress	Project supported by RTC.	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	
<b>Policy &amp; Finance Committee</b>						
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF8	Bickerley legal title	In progress (Commenced Dec 2020. Resolution expected in July 2023.)	The Council has resolved to maintain its objection to the application and this will now be considered by the Tribunal. For legal reasons, only basic information will appear here. Councillors can obtain further details from the Town Clerk if needed.	An application to remove land from the Council's title has been made	Town Clerk	Staff time plus cost of external legal support (one-off budget agreed so far by members)
PF10	Councillors' use of email	In progress (Commenced May 2022. Aiming to complete initial actions by end of July 2023.)	The Council's IT support provider has supplied further cost information and changes will be implemented following the election in May.	Researching options and costs for equipping councillors with official email accounts and devices to facilitate compliance with data protection laws.	Town Clerk	The research phase has not cost anything but staff time. Ongoing software licence fees and setup and support costs will fall on annual budgets. Whether the figures agreed for these for 2033-24 will only become clear in time.
<b>Recreation, Leisure &amp; Open Spaces Committee</b>						
RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by April 2023.)	Initial drawings prepared by Cllr Briers and showing the scale and overall design concept were considered and approved by Carvers Working Party when it met in May 2022. Pre-application planning advice has been received from NFDC and considered. Officers are in discussions with a planning consultant.	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	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by April 2023.)	CDS has produced a detailed design which was approved in principle at the committee meeting in September. Funding arrangements were agreed at the Policy & Finance Committee meeting on 21st September. Officers proceeding with contract procurement.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (carried into an earmarked reserve)
RLOS7	Bowling Club lease	In progress (Club renewed request for new lease in Jan 2022. Progress depends on negotiations.)	Renewal terms have been agreed in outline. A draft lease has been submitted to the Club's legal representative.	Request by Ringwood Bowling Club for existing lease to be renewed (current lease expires at the end of April 2023). The lease terms will also be reviewed for suitability to current and future needs.	Town Clerk	Staff time only (unless outside legal assistance is deemed necessary). The rental income will be reviewed as part of the renewal.
RLOS8	Ringwood Youth Club	In progress (aiming to complete by August 2023)	The meetings required to wind up the organisation have been arranged in February.	Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The first 17 bins have been installed. The next batch have been received and will be installed in the early months of 2023.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS12	Van replacement	Closed	This matter will be revived when the existing vehicle reaches its scheduled replacement date.	Replacing the grounds department diesel van with an electric vehicle	Grounds Manager	
RLOS14	Poulner Lakes waste licence	In progress	Surrender requirements are being researched.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS17	New allotments site	In progress (Commenced March 2020, aiming to complete in or about April 2023)	Land transfer deed was sealed following the Council meeting on 25 January. Arrangements for site remediation and completion of the deed are being pursued.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	Staff time only
RLOS18	Cemetery map and registers digitisation	On hold.	All registers have been scanned. A digital map is now live. Costs estimate for completing data entry from registers requested but not received in time for inclusion in 2023-24 budget. Work will be resumed in Autumn 2023.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Revised capital budget of £5,467 (originally £5,000).
RLOS19	Carvers Strategic Development	In progress (Commenced Feb. 2021)	Landscape designer New Enclosure has been appointed and met with members. A topographic survey has been done. A meeting of the working party to consider the draft sketch of the 'masterplan' has been arranged for 3rd March.	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	Revised budget of £6,000 (virement from RLOS4).

RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC officers have been consulted about related mitigation schemes and possible support.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS22	Bickerley parking problem	In progress (under discussion since Jan. 2019)	"No Parking" signs have been installed. Replacement timber for "dragon's teeth" has been bought and is being installed progressively. A decorative sign reinforcing the message has also been installed. The cost of relocating the dragon's teeth to narrow the tracks is being investigated.	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Town Clerk	The Council is wholly responsible for the cost of whatever measures are taken including staff time. Six No Parking signs cost £156.72. The decorative sign cost £1,244.

D

**Staffing Committee**

None

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>							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways 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		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
<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>							
	None	(Current projects expected to absorb available resources for several years)					
<b>Staffing Committee</b>							
	None						

## Closed Projects Report

No.	Name	Description	Outcome	Notes
<b>Full Council</b>				
FC2	Strategic Plan	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Completed in October 2022	
<b>Planning, Town &amp; Environment Committee</b>				
	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
<b>Policy &amp; Finance Committee</b>				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF6	Health & Safety Management Support Re-procurement	Re-procuring specialist advice and support for discharge of health and safety duties	Completed in February 2023	
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
PF9	Greenways office leases	The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite.	Completed in November 2022	
<b>Recreation, Leisure &amp; Open Spaces Committee</b>				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
<b>Staffing Committee</b>				
S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	