

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

Held on Friday 4th July 2025 at 10.00am at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Philip Day (Chairman)
Cllr Luke Dadford
Cllr Mary DeBoos
Cllr James Swyer
Cllr Glenys Turner

IN ATTENDANCE: Mrs Jo Hurd, Deputy Town Clerk
Nicola Vodden, Office Manager

ABSENT: Cllr Rae Frederick
Cllr Janet Georgiou
Cllr Peter Kelleher

P/6454 PUBLIC PARTICIPATION

There were no members of the public.

P/6455 APOLOGIES FOR ABSENCE

Apoloiges for absence had been received from Cllrs Frederick, Georgiou and Kelleher.

P/6456 DECLARATIONS OF INTEREST

There were none.

P/6457 MINUTES OF PREVIOUS MEETING

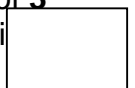
RESOLVED: That the minutes of the meeting held on 6th June 2025, having been circulated, be approved and signed as a correct record.

P/6458 APPOINTMENT OF COMMITTEE VICE-CHAIRMAN

RESOLVED: 1) That the resignation of Cllr G DeBoos as Vice Chair and Member of the Committee be noted; and
2) That Cllr Dadford be appointed Vice Chair of the Committee.

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| ACTION Nicola Vodden |
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P/6459 PLANNING APPLICATIONS



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

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| ACTION Nicola Vodden |
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P/6460

STRATEGIC SITES

Land off Crow Lane / Crow Arch Lane (Beaumont Park) – No update.

Land north of Hightown Road (21/10042) –

The application had been granted by NFDC Planning Committee on 11th June. It was noted that the applicant provided NFDC councillors with a briefing note at the meeting promoting the benefits of the development.

Land off Moortown Lane (21/11723 and 23/10707) – No update.

Market Place and Meeting House Lane (23/11255) – It was reported that an extension of time had been agreed with the applicant until 14th July to resolve drainage issues and completion of the Section 106 agreement.

Snails Lane (25/10114) – No update.

RESOLVED: That the update on Strategic Sites be noted.

P/6461

BIODIVERSITY NET GAIN (BNG) CONSULTATION

The Committee considered the draft response (*Annex B*) and thanked Cllr DeBoos for the work she had done in preparation for this item. She explained about the different size categories for developments and that the outcome may impact Ringwood's Neighbourhood Plan.

RESOLVED: That the draft response be approved and submitted in response to the consultation.

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| ACTION Jo Hurd |
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P/6462

REFORM OF PLANNING COMMITTEES CONSULTATION

The Deputy Town Clerk was thanked for preparing a draft response (*Annex C*) for members' consideration. A comment from the consultants who assisted the Council with its Neighbourhood Plan had been circulated before the meeting. This highlighted the issue of neighbourhood plan policies being either misunderstood or misapplied, which was primarily a result of officers not being trained in how to apply these policies. It was therefore agreed to add to the draft response a recommendation that planning officers, as well as members, should be required to demonstrate a full understanding of relevant neighbourhood plan policies.

RESOLVED: That the draft response be amended to include the training aspect discussed and

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approved and submitted in response to the consultation.

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| ACTION Jo Hurd |
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P/6463

PROJECTS (current and proposed)

Thriving Market Place – NFDC has sought quotes for a masterplanner to work alongside them to help deliver the project and it was hoped the project would move forward soon.

Bus Shelters – In relation to the bus shelter on the Salisbury Road (northbound), the grounds team were hoping to install the bench next week. There had been no response as yet from the potential sponsor for the taxi shelter. A request had been received from a member of the public for a bench at the bus stop on Eastfield Lane and it was agreed to take this up with HCC once usage data had been collected to support the request.

NFDC CIL funds – It was noted that there may be bids in relation to bus shelter funding and a speed indicator device (SID) and that, should any bid be submitted, the Council would need to consider the allocation of any unallocated CIL funds the Council held at the time.

RESOLVED: That the update in relation to projects (*Annex C*) be noted.

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| ACTION Jo Hurd |
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P/6464

NFDC/NFNPA PLANNING COMMITTEE

It was noted that NFDC's Planning Committee will next meet on 9th July 2025. No Ringwood applications were on the agenda.

P/6465

COMMUNICATIONS

RESOLVED: That the Council's response to the consultation on the reform of planning committees be considered for the next quarterly newsletter or a press release.

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| ACTION Jo Hurd |
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There being no further business, the Chairman closed the meeting at 10:48am.

RECEIVED
30th July 2025

APPROVED
1st August 2025

TOWN MAYOR

COMMITTEE CHAIRMAN

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

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Annex A to Planning, Town Environment Committee Minutes 4th July 2025
Ringwood Town Council - Planning Observations - NFDC

| Number | Site Address | Proposal | Observation | Comments |
|----------|---|---|----------------------|---|
| 25/10532 | Poulner Farm House, 5 Butlers Lane, Poulner, Ringwood. BH24 1UB | Repair of tiled pitched roof (Application for Listed Building Consent) | Officer Decision (5) | In the absence of comments from the Conversation Officer, the Committee was content to leave the decision to the Planning Officer. |
| 25/10551 | Vyne House, 103 Southampton Road, Ringwood. BH24 1HR | Single-storey extension. Demolish existing conservatory and utility/lobby. | Refusal (2) | The Committee felt that the proposal would have a detrimental impact on the street scene and the Listed Building, as the extension to the side would be visible from the road and it would change the look and symmetry of the building. It was noted there was no comment available from the Conservation Officer. |
| 25/10552 | Vyne House, 103 Southampton Road, Ringwood. BH24 1HR | Single-storey extension; creation of partition walls in house and removal of internal wall in outbuilding (Application for Listed Building Consent) | Refusal (2) | The Committee felt that the proposal would have a detrimental impact on the street scene and the Listed Building, as the extension to the side would be visible from the road and it would change the look and symmetry of the building. It was noted there was no comment available from the Conservation Officer. |
| 25/10563 | National Westminster Bank, 11 High Street, Ringwood. BH24 1AB | Alterations to front elevation; removal of ATM's, Night Safe Bezel & existing signage; reinstate materials where required | Permission (1) | |
| 25/10576 | Wren House, 5 Eynon Mews, Ringwood. BH24 1DR | Use of Office as 1 dwelling | Permission (1) | |

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

| Number | Site Address | Proposal | Observation | Comments |
|----------|---|--|----------------------|--|
| 25/10577 | Wren House, 5 Eynon Mews, Ringwood. BH24 1DR | Conservation roof light; new stack; internal alterations to include new studwork, skirting and architraves to match in order to facilitate use of office as 1 dwelling; (Appication for Listed Building Consent) | Officer Decision (5) | There were no comments available from the Conservation Officer. |
| 25/10580 | 34 Broadshard Lane, Ringwood. BH24 1RS | Replacement dwelling, demolition of existing | Permission (1) | It is not evident from documents available on the portal that the proposal complies with RNP Policy R10. However, the applicant had provided some further details direct to the Town Council on this in relation to the previous application 25/10177. Also to note that the sustainability statement referred to in the Planning Officer's report is not available on the portal. |
| 25/10582 | Poulner Farm House, 5 Butlers Lane, Poulner, Ringwood. BH24 1UB | Single-storey rear extension incorporating a glazed link with the farmhouse, new porch, demolition of existing rear extension | Officer Decision (5) | The Committee made this observation on the basis that there was no comment available from the Conservation Officer. |

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

| Number | Site Address | Proposal | Observation | Comments |
|----------|---|--|----------------------|---|
| 25/10583 | Poulner Farm House, 5 Butlers Lane, Poulner, Ringwood. BH24 1UB | Single-storey rear extension incorporating a glazed link with the farmhouse. new porch; replace existing window with door and reinstate window on west elevation; associated internal alterations with studwork partitions on ground floor: demolition of existing rear extension. (Application for Listed Building Consent) | Officer Decision (5) | The Committee made this observation on the basis that there was no comment available from the Conservation Officer. |

Ringwood Town Council - Planning Observations - NFNPA

| Number | Site Address | Proposal | Observation | Comments |
|--------------|--|--|----------------|---|
| 25/00576FULL | 29 Wattons Ford Lane, Bisterne, Ringwood. BH24 3BN | Single-storey extension; 1no. New window; cladding and render; new septic tank; reinstall 2no. Windows; demolition of existing single-storey extension; internal alterations | Permission (1) | |
| 25/00580LBC | 29 Wattons Ford Lane, Bisterne, Ringwood. BH24 3BN | Single-storey extension; 1no. new window; cladding and render; new septic tank; reinstall 2no. windows; demolition of existing single- storey extension; internal alterations (Application for Listed Building Consent) | Permission (1) | |
| 25/00655FULL | Woodpeckers, Hangersley Hill, Hangersley, Ringwood. BH24 3JN | Boundary fence | Refusal (4) | The proposal is contrary to RNP Policy R7 design code, which requires boundary treatments to be permeable and no more than 1m high. It is also out of keeping for the area and the National Park. |

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Applications decided under delegated powers: to be noted on 4th July 2025

| Number | Site Address | Proposal | Decision |
|------------------|--|--|--|
| CONS/25/0260 | 36 Kingsbury Lane, Ringwood. BH24 1EL | Ash x 2 - Pollard | 5.6.25 P(1) Recommend permission, but would accept the Tree Officer's decision. |
| CONS/25/0201 | Brightwater House, Market Place, Ringwood. BH24 1AP | Remove Conifer | 5.6.25 P(1) Recommend permission, but would accept the Tree Officer's decision |
| CONS/25/0275 | Lyndene, Lynes Lane, Ringwood. BH24 1EH | Eucalyptus - Remove | 5.6.25 P(1) Recommend permission, but would accept the Tree Officer's decision |
| 25/00644C ONS | Cobweb Cottage, St Aubyns Lane, Hangersley, Ringwood. BH24 3JU | Fell 1 x Cherry tree (T1 on the plan) | 16.6.25 OD(5) Officer decision. |

REPORT – PLANNING, TOWN & ENVIRONMENT COMMITTEE – 4 JULY 2025

Improving the implementation of biodiversity net gain (BNG) for minor, medium and brownfield development

1. INTRODUCTION

- 1.1 Government has published a consultation on improving the implementation of biodiversity net gain (BNG) for minor, medium and brownfield development.
- 1.2 Full details of the consultation are here:
<https://www.gov.uk/government/consultations/improving-the-implementation-of-biodiversity-net-gain-for-minor-medium-and-brownfield-development>. The deadline for comments is 24 July 2025.
- 1.3 The consultation seeks feedback on four broad areas of possible improvements to the implementation of BNG. These are:
- Reform of existing exemptions and introduction of new exemptions;
 - Streamlining the small sites metric and considering whether this could apply to medium development;
 - Relaxation of the biodiversity gain hierarchy and disapplication or amendment to the spatial risk multiplier for minor development; and
 - Delivery of compensation for development on brownfield sites with open mosaic habitat, applicable to all development categories.

2. SUGGESTED RESPONSE

- 2.1 A draft response, prepared by Cllr M DeBoos, is attached as **Appendix A**.

3. RECOMMENDATION

- 3.1 It is RECOMMENDED that Members consider the draft response, agree any amendments, and approve its submission.

For further information, please contact:

Jo Hurd, Deputy Town Clerk
01425 484721
Jo.hurd@ringwood.gov.uk

or Cllr Mary DeBoos
cllr.m.deboos@ringwood.gov.uk

DRAFT Response to consultation on improving the implementation of biodiversity net gain (BNG) for minor, medium and brownfield development

Note – suggested answers to questions are in purple text.

In summary, the response is:

- Supportive of making things easier for those building 1-9 dwellings (minor developments) unless the location is a priority habitat or home to protected species. Especially supportive if it is self-build / small, local developers
- Very concerned about the application of exemptions to medium developments (10-49 dwellings)
- Sections 3 and 4 are very technical in nature and I do not feel we are qualified to answer them.
- In addition, the proposed reform to site thresholds raises concern in relation to our Neighborhood Plan – we might need to reflect the medium sized applications category if adopted.

1. Improving exemptions

We are seeking views on changes to the existing exemptions. We are considering two key options packages for minor development to ensure the scope of BNG is more proportionate to their scale of development and impact on biodiversity:

- Targeted revisions to the existing exemptions for **self and custom build development** (option 1) and **development below the 'de minimis' threshold** (option 2). This includes an exemption for all single dwellings to replace the self and custom build development exemption and tests options for a higher de minimis threshold so more minor development would be exempt in practice; or
- A **full exemption for all minor developments** (option 3) This would remove the existing exemption for self and custom build development. The 'de minimis' exemption (potentially with a higher threshold) would remain to capture other developments which have no or little impact on habitats.

Neither options package will apply to medium development (although if supported, a higher de minimis threshold would benefit developments within the category that meet the criteria).

In addition, we are considering whether there is evidence to support the introduction of new exemptions for certain types of development (which could apply to non-minor development independently of the minor development options packages if they meet the criteria):

- **Parks, public gardens and playing fields development** (option 4)
- **Development whose primary objective is to conserve or enhance biodiversity** (option 5)
- **Temporary planning permissions** (option 6)

Any changes to exemptions would require secondary legislation and accompanying guidance. Each exemption option is discussed further in the following sections.

Question: Do you support the following statements (yes/no):

- No changes should be made to exemptions
- Some changes should be made (please state which options you support with thresholds were applicable) **(Changes that support small, local developers and do not impact priority habitats or protected species)**
- All minor development should be exempt

Self and custom build development

Question: Do you agree that the self and custom-building exemption should be removed and that it should be replaced with an exemption for a single dwelling house? **Yes**

Question: Do you agree with the proposal for a 0.1 hectare threshold? **Yes**

Development below the 'de minimis' threshold

The de minimis exemption currently applies to:

- Developments which do not impact priority habitats and impact less than 25 square metres (5m by 5m) of onsite area habitat, such as grassland, and 5 metres of onsite linear habitats, such as hedgerows, are exempt from BNG. These thresholds were set following consultation in 2021 and were intended to exempt development that is having little or no impact on biodiversity.

Question: Do you agree the area de minimis threshold should be extended?

If yes, which of the following thresholds do you think is most appropriate:

- 50 square metres
- **100 square metres**
- 250 square metres
- Other threshold

We are not consulting on amending the threshold for linear habitats, which includes all habitats within the hedgerow and watercourse modules. This will remain at 5m.

Full exemption for all minor development

Question: Do you think the BNG requirement should be removed for minor development (for example including up to 9 residential homes) please provide evidence for your response where possible. **Yes**

Question: if minor development were to be exempted from BNG, do you agree that the de minimis threshold should be extended to cover other types of development outside of the minor development category having little or no impact on biodiversity? **Yes (but not medium developments)**

Creating new exemptions for certain types of development

Question: Do you agree that parks, gardens and playing fields development, as defined above, should be partially exempt from BNG? Please give evidence where possible. **Yes**

Question: Do you agree that development whose sole or primary objective is to conserve or enhance biodiversity should be exempt from BNG? Please provide evidence where possible, including examples of developments that you think would be exempted. **Yes**

If yes, do you think there should be an upper size limit?

Question: Do you agree that temporary planning permission should be exempt from BNG? Please provide evidence where possible, including examples of developments that you think would be exempted. **Yes**

If yes, do you agree with the 5-year time limit? **Yes**

2. Streamlining the BNG metric process

There are currently 2 metrics – the statutory biodiversity metric and the Small Sites Metric (SSM). The SSM is a simplified version of the biodiversity metric calculation tool incorporating only very low, low and medium distinctiveness habitats. It can be used to calculate BNG for minor development, however it cannot be used where the following are present:

- priority habitats (excluding some hedgerows and arable field margins).
- protected sites.
- European protected species.

Question: Do you think the SSM should be used for medium development? **NO**

Question: Do you think the SSM should be able to be used on sites with European protected species present? **NO**

Question: Do you think the SSM should be able to be used on sites with protected sites present? **NO**

Question: If these changes are taken forward, and the SSM is re-badged as a low impact metric. Do you think there should be any other restrictions on use of the SSM? **Current restrictions should apply in full.**

3. Increasing flexibility to go off-site for minor development (questions are technical in nature – have no issue in principle)

4. Brownfield developments with Open Mosaic Habitat (questions are technical in nature and require ecologist or similar specialist input – suggest we are not in a position to reply)

This section is applicable to all development.

Open Mosaic Habitat (OMH) is a priority habitat which predominantly exists on previously disturbed brownfield sites. OMH is characterised by a mix of bare ground and vegetated patches (including flower rich meadows, grasslands, scrub) with potential for wet areas.

OMH supports a wide range of invertebrates.

OMH is a high distinctiveness habitat in the statutory biodiversity metric meaning its loss must currently be compensated for on a 'like for like' basis through:

- **Onsite:** Creation, retention, or enhancement of OMH
- **Off-site:** Purchase of OMH units from the private market
- **Statutory credits:** Buying OMH credits

Background for information only – NOT TO BE INCLUDED IN THE RESPONSE

The mandatory BNG requirement was introduced for most major developments from 12th February 2024, and for small sites/minor development from 2nd April 2024. The definition of a minor development for the purposes of BNG is development that is not major development and includes:

- residential development where the number of dwellings is between 1 and 9 on a site of an area 1 hectare or less, or if the number of dwellings is unknown, the site area is less than 0.5 hectares.
- commercial development where floor space created is less than 1,000 square metres or total site area is less than 1 hectare.
- development that is not the winning and working of minerals or the use of land for mineral-working deposits.
- development that is not waste development.

This is the definition that we are referring to in this document when we make reference to 'minor development'.

Minor development covers a wide range of development types including householder development, small residential and commercial schemes, community development such as scout huts, small agricultural buildings, and small energy infrastructure and retail development.

Minor development represents the majority of planning applications. In the year to December 2024, there were approximately 267,000 minor development decisions made by local planning authorities, including 161,000 decisions on householder development, out of a total of 316,000 decisions (84%). The existing exemptions already exempt householder development and cover in practice many other minor developments due to the nature of development, particularly through the de minimis exemption which will cover, for instance, development on hard standing such as a car park redevelopment that has little or no impact on biodiversity. Existing exemptions are set out in more detail below.

The existing exemptions however do not cover all minor development. A high proportion of more substantial minor developments impact on habitats which are above the de-minimis threshold, including many minor residential developments for new dwellings. Many of these residential developments are also outside the scope of the separate self and custom build exemption. Although these minor developments subject to BNG cover only a small area as minor development, the cumulative impact of the large number of these developments is significant, and the habitat enhancements delivered through BNG make an important contribution to halting the decline of nature.

Whilst we have seen many examples of minor development successfully meeting the 10% BNG requirement, and the mandatory requirement brings certainty to help developers meet their environmental commitments, there is some emerging evidence and growing stakeholder feedback highlighting the particular challenges that some minor developments are facing.

The challenges we have heard, can be summarised as:

- increased costs and/or time from additional steps in the planning process.
- increased costs from delivering habitat enhancements where sites may be more constrained so opportunities for onsite BNG may be limited, impacting viability.
- developing knowledge and expertise amongst developers, ecologists and local planning authorities.

The previous Government consultation response confirmed that BNG would apply to minor development but that mitigations would be put in place, including the simplified small sites

metric (SSM) which does not require ecologist expertise to complete, and an extended transition period to support both industry and local planning authorities to prepare.

The [reforming site thresholds working paper](#) sets out that the government is considering introducing a new medium development threshold for sites between 10 and 49 homes, up to 1.0 ha in size. There is increasing evidence that these medium developments, can face similar pressures as minor development in relation to BNG, particularly where the BNG requirements cannot be met onsite and require significant off-site gains. However, these developments can often contain significant amounts of habitat and any changes to BNG applying to this type of development will need to be proportionate to their impact and the habitat creation and enhancement these developments can achieve.

This consultation now tests, and seeks evidence on, options that have been identified to streamline and improve the BNG system for minor development further still. It also tests and seeks evidence on whether the revised simplified metric should apply to medium residential development as well. The environmental impact of any changes will be considered, as some options will result in fewer planning permissions being subject to the BNG planning condition, or a reduction in the number of biodiversity units required to fulfil a development's 10% BNG requirement.

Ringwood Town Council Response to the Technical Consultation on the Reform of Planning Committees

Ringwood Town Council welcomes the opportunity to respond to this consultation and wishes to express serious concern regarding the potential erosion of localism and democratic accountability as outlined in the proposals.

Loss of Local Voice in Planning

We are particularly concerned by the proposal to remove the ability of ward members and parish/town councils to refer planning applications to committee. Currently, Ringwood Town Council has the right to request that certain applications of local importance be considered by the planning committee. This is an essential mechanism that ensures local concerns — especially on controversial or sensitive applications — are given proper scrutiny in a transparent, public setting.

Under the proposed national scheme of delegation, this right would be lost. Many applications would be automatically delegated to officers with no route for local councillors or communities to ensure democratic consideration. While the consultation outlines a proposed “gateway” system under which some applications could be referred to committee if both the Head of Planning and Committee Chair agree, this offers little reassurance. In our experience, Committee Chairs rarely dissent from officer recommendations. We therefore urge that the gateway decision should involve additional elected members, such as the Vice-Chair and/or a cross-party panel, to ensure greater independence and local accountability.

This change would severely limit the influence of local councils, who are often best placed to understand the local impact of proposed developments and reflect the views of residents. It would also risk decisions being made without reference to legitimate objections, even where these align with adopted planning policy or local evidence.

Neighbourhood Plans, such as our adopted Ringwood Neighbourhood Plan, are developed through extensive community engagement and consultation. Removing the ability of local councils and elected members to bring forward applications for committee review weakens the practical effect of these plans and risks undermining confidence in the system as a whole.

We strongly urge the Government to retain call-in rights for both ward members and local councils as a vital safeguard for local democratic accountability.

Training for Planning Committee Members and Officers

We strongly agree that all members of Local Planning Authority (LPA) committees should receive relevant and regular training. This should not be limited to national policy and planning law but must also include comprehensive briefings on local development documents, especially Neighbourhood Plans.

Decisions made by planning committees should be informed by a proper understanding of the local context. Neighbourhood Plans are statutory documents reflecting the priorities and vision of communities; it is essential that decision-makers are familiar with their content and status to ensure planning outcomes that are locally appropriate and democratically legitimate.

However, we note that while mandatory training is being proposed for elected members, there is no requirement for planning officers to hold professional qualifications. Given the increasing reliance on officer delegation, we believe this is an oversight. To maintain public confidence and ensure decisions are well-founded, all planning officers making delegated decisions should be required to hold relevant professional qualifications.

In addition, we believe that planning officers should also be required to demonstrate a full understanding of relevant Neighbourhood Plans, to ensure decisions are consistent with locally adopted policy and community priorities.

Conclusion

In summary, Ringwood Town Council urges the Government to:

- Reconsider the proposed removal of call-in powers for ward members and parish/town councils and maintain clear routes for applications to be brought before committee when there is strong local concern.
- Ensure that any gateway process for referring applications to committee involves more than just the Head of Planning and Committee Chair — including a broader panel of elected members.
- Uphold and strengthen the role of local voices, including parish and town councils, in shaping development outcomes.
- Mandate robust and ongoing training for planning committee members, including a full understanding of relevant Neighbourhood Plans and other local policies.
- Require planning officers responsible for delegated decisions to hold appropriate professional qualifications and have a full understanding of relevant Neighbourhood Plans, to support confidence and quality in the planning system.

Agreed by Planning, Town & Environment Committee 07/07/2025

Current Projects Update

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| No. | Name | Status | Recent developments | Description and notes | Lead Officer/Member | Financing | |
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Full Council

No live projects

Planning Town & Environment Committee

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| PTE3 | Crow Stream Maintenance | Annual recurrent | Spraying of stream banks due to be carried out June 2025 and annual flail in August 2025, followed by annual stream clearance by volunteers. Working with various agencies and local landowners on developing wider project on holding back flood water and increasing outflow. | Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding | Deputy Town Clerk | Budget of £1,000 funded by transfer from earmarked reserve. |
| PTE6 | Shared Space Concept - Thriving Market Place | In progress | Working with NFDC and HCC to move the project forward. Consultation with stakeholders to be arranged, prior to wider public consultation. | Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC. | Deputy Town Clerk | HCC funded survey work. £10,000 grant from UKSPF (via NFDC). NFDC Cabinet agreed on 02/10/2024 to allocate a share of £4.5 million CIL funds to the scheme. |
| | Greening Ringwood | In progress | Official launch of Phase 2 held on 20/04/2024 in Gateway Square. Update on activities presented to Committee in September 2024. | Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed. | | £50 signing up fee funded from General Reserve. |
| | Bus Shelters | In progress | Action Plan prepared. Awaiting response from HCC about possible funding before proceeding further. Action to install new bench beside shelter in Salisbury Road (A338 northbound) being progressed. Results of asbestos survey on brick shelters now known. Awaiting repairs to Southampton Road shelter. | Review of Council owned bus shelters. | | £1081 allocated from RTC CIL funds. |
| Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee: | | | | | | |
| | 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. HCC working on design, with expected delivery in summer 2025. | New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane | Hampshire CC | Developers contributions |
| | Memorial Bench for Michael Lingam-Willgoss | In progress | Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed. | Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss. | Ringwood Carnival / Ringwood Rotary | No financial implications. |

Policy & Finance Committee

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| PF5 | Poulner Lakes Lease | On hold | | 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. |
| PF11 | 92 Southampton Road | In progress (commenced March 2023) | The house and garden have been re-furbished and the letting agents are arranging a new tenancy. Safety certificates are awaited. | Reviewing the letting of this council-owned house | Town Clerk | The refurbishment will be funded from the buildings reserve. |

Recreation, Leisure & Open Spaces Committee

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| RLOS4 | Grounds department sheds replacement | In progress (Commenced design work in April 2021.) | The planning application has been submitted and registered. | 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 | Cancelled January 2024 | The proposed columbarium/memorial wall was scrapped following the cemetery base budget review. The panel appointed to consider alternative developments met on 4th June. | Planning best use of remaining space, provision for cremated remains, etc. | Town Clerk | Capital costs will be met from a combination of earmarked reserves. |

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| RLOS10 | Waste bin replacement programme | In progress (Commenced April 2020) | Future needs are being assessed. | Three-year programme to replace worn-out litter and dog-waste bins | Grounds Manager | Budget of £2,000 a year. |
| RLOS14 | Poulner Lakes waste licence | In progress | The permit surrender application and associated report and forms has been submitted to Environment Agency. | Arranging to surrender our redundant waste licence to avoid annual renewal fees | Town Clerk | One-off costs of about £8,000 will save the council annual recurring charges of about £1,000 each. Yet to be settled |
| RLOS21 | Poulner Lakes track maintenance | In progress (under discussion since Jan. 2021) | NFDC has developed a concept design of an improved access on the basis that RTC will fund essential maintenance/improvements to the vehicular access element and NFDC will fund the rest. Solicitors are preparing the documents required to resolve the boundary discrepancies. | Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard. | Town Clerk | |
| RLOS23 | North Poulner Play Area skate ramp request | Completed | The official opening of the new facility was held on 29 May. | A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it | Deputy Town Clerk | Total cost of project £16,290 to be funded by various donations (£7,665), an NFDC Community Grant of £5,915 and the remaining £2,710 from CIL funds held by RTC (F/6343 P&F 18/9/24). Staff time only |
| RLOS25 | Open Spaces Management Review | Commenced September 2024 Completed June 2025 | The task and finish group presented its final report at the RLOS meeting on 4th June and its documents were approved. | A strategic priority project to review the council's management of all its public open and green spaces | Town Clerk | |
| RLOS26 | Carvers Development Phase 1 | Commenced Sept. 2024 | Work has started and is expected to be finished before the start of the schools' summer holiday. Staff are planning a week of special activities. | Replacing the tennis courts with a multi-use games area, creating a timber log walk with benches and boulders and pollinator planting. | Town Clerk | £73,000 for the main elements. Supported by a £68,072 grant (90% from Veolia Environmental Trust and 10% from RTC's CIL reserve) |
| RLOS27 | Carvers Clubhouse Solar Panels | Commenced Nov. 2024. Completed May 2025 | Installation has been completed and the handover documents received. | Installing photo-voltaic panels on the Clubhouse roof to achieve a long-term saving in energy costs. | Town Clerk | £18,322.50. £15,000 grant from HCC Parishes Fund. £3,322.50 from RTC reserves. |
| RLOS29 | Additional gate at North Poulner Play Area | Commenced May 2025 | External funding fully covering the cost received and order placed. | Installation of a pedestrian gate at the one entrance (of three) presently without one | Town Clerk | £425. Application made to Cllr Thierry for funding from one of the discretionary funds available to him as a district and county cllr. |

Staffing Committee

None

Staffing Committee

Closed Projects Report

| No. | Name | Description | Outcome | Notes |
|--|--|---|--|---|
| Full Council | | | | |
| FC1 | Long Lane Football Facilities Development | 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. | New builds completed in September 2024 | |
| 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 | |
| Planning, Town & Environment Committee | | | | |
| PTE4 | 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 | |
| | Climate Emergency | Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets. | Completed March 2023 | |
| | A31 widening scheme | Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds | Scheme completed by National Highways and road re-opened in November 2022. | |
| | SWW Water Main Diversion (associated with A31 widening scheme) | Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley. | Scheme completed by SWW in 2022. | |
| | Surfacing of Castleman Trailway | Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing. | Surfacing works completed by HCC early April 2022. | |
| | Bus Shelter Agreement | Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct. | Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023. | |
| | Human Sundial | Work to refurbish human sundial and install surrounding benches complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be considered as part of Thriving Market Place project. | Completed. | |
| PTE2 | Neighbourhood Plan | The Ringwood Neighbourhood Plan was adopted (made) by NFDC and NFNPA in July 2024 (83% of residents voted "yes" in the Referendum on 04/07/2024) and is now part of the Development Plan for both authorities and must be taken into consideration in the determination of planning applications. | Completed, but will be monitored and reviewed. | |
| PTE1 | Railway Corner | Ringwood Society project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way. | Completed 2024. | |
| Policy & Finance Committee | | | | |
| 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 |
| PF8 | Bickerley Legal Title | An application to remove land from the Council's title was made | Completed in October 2023 | Application successfully resisted |

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| 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 |
| PF10 | Councillors' Email Accounts | Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws. | Completed in August 2023 |
| PF12 | Base budget review | A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings. | Completed in January 2025 |

Recreation, Leisure & Open Spaces Committee

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|--------|--------------------------------|---|--|---|
| 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 |
| RLOS7 | Bowling Club lease | Renewal of lease that expired in April 2023. | Completed in July 2023 | New lease granted for 14 years. |
| RLOS8 | Ringwood Youth Club | Dissolution of redundant Charitable Incorporated Organisation | Completed in July 2023 | Charity removed from Register of Charities |
| 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 | |
| RLOS12 | Van replacement | Replacing the grounds department diesel van with an electric vehicle | Suspended in 2023 | Van will be replaced in accordance with Vehicle & Machinery replacement plan |
| 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 |
| RLOS17 | Crow Arch Lane Allotments Site | The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane | Completed in November 2023 | |
| RLOS18 | Cemetery Records Upgrade | Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility. | Completed in 2021 | Cost £5,467. Further upgrades are needed to digitize the records fully |
| RLOS19 | Carvers Masterplan | Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features | Completed in 2024 but subject to implementation and review | Completed within the £6,000 budget. |
| RLOS20 | Detached youth outreach work | Trialling the provision of detached outreach work by specialist youth workers. | Completed in May 2022 | |
| RLOS22 | Bickerley parking problem | Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction | Closed off in September 2023 | Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem. |
| RLOS24 | Poulner Lakes circular path | HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use | Completed in May 2024 | RTC is now responsible for maintenance |
| RLOS28 | Skate Park Picnic Tables | Replacing the two large picnic tables beside the skate park at Carvers which are beyond further repair | Completed in Spring 2025 | Third picnic table added near tennis courts. Part funded by Ringwood Carnival. |

Staffing Committee

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|----|-----------------------------|--|----------------------|
| 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 |