

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

Held on Friday 6th February 2026 at 10.00am at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Philip Day (Chairman)
Cllr Luke Dadford (Vice Chair)
Cllr Mary DeBoos
Cllr Janet Georgiou (*from 10:02am*)
Cllr John Haywood
Cllr Peter Kelleher

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

ABSENT: Cllr Rae Frederick
Cllr James Swyer
Cllr Glenys Turner

P/6534 PUBLIC PARTICIPATION

There were no members of the public present.

P/6535 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Frederick, Swyer and Turner.

P/6536 DECLARATIONS OF INTEREST

There were none.

Cllr Georgiou joined the meeting at 10:02am.

P/6537 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 9th January 2026, having been circulated, be approved and signed as a correct record.

It was agreed to bring forward agenda item 9. Ringwood Neighbourhood Plan before considering the list of planning applications.

P/6538 RINGWOOD NEIGHBOURHOOD PLAN (RNP)

The Chair summarised concerns about how the RNP is regarded by NFDC Planning Committee in determining planning applications, even in light of a recent Planning Inspectorate decision on appeal, which indicated weight should be given to RNP policies.

In its July newsletter, the Council defended the RNP, expressed its disappointment that policies were being overlooked by NFDC and responded to the government consultation on planning committee reforms, calling for councillors and officers to fully understand the weight of adopted neighbourhood plans and policies and interpret them consistently.

Options for further action were considered. It was agreed a formal letter be written to NFDC to express the Council's disappointment that its Planning Committee and officers continually fail to understand the weight that should be given to the RNP and do not refer to it as part of the overall Development Plan. It was also noted that some developers view plans as inconsistent rather than recognising the additional layer of policies where a neighbourhood plan is in place.

Cllr Haywood said he would follow up in his District Councillor capacity, putting a question to NFDC Full Council and to question tracking of when NP policies are being discounted in the planning process.

RESOLVED: That Cllr M DeBoos draft a letter for circulation to councillors for comment and the Deputy Town Clerk submit the final version to NFDC.

ACTION	J Hurd
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P/6539

PLANNING APPLICATIONS

In relation to applications 26/10044 & 26/10045 Clarks Almshouses, Cllr M DeBoos is a trustee and did not vote, but remained in the room to provide clarification on any matters arising. It was noted that Cllr Haywood was a trustee when some of the plans were drawn up and that other Committee members knew some of the trustees.

Referring to application 25/11066, it was suggested that an explanation of 'Lawful development certificate existing' is provided in the minutes. An application can be made to the local planning authority under section 191-193 of the Town and Country Planning Act 1990 to grant a certificate confirming that an existing use of land or some operational development is lawful for planning purposes. The Town Council is limited to making comments on the application in the form of evidence to dispute that the development has been in existence for the relevant duration. Although the time period depends on the type of development and relevant planning rules, generally, the 10-year rule applies to most changes of use and breaches of planning conditions, after which enforcement may no longer be possible.

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

ACTION	Nicola Vodden
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P/6540

STRATEGIC SITES

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

Land north of Hightown Road (21/10042) - An encouraging meeting with Taylor Wimpey was held on 05/02/2026. They are keen to engage with RTC on emerging 'reserved matters' plans and going forward during the construction period. A number of matters were raised, particularly flooding and access concerns, which they took away to consider. Public consultation is to be carried out in spring 2026 with the application expected to be submitted in summer 2026.

Land off Moortown Lane (21/11723 and Land off Crow Lane 23/10707) – From additional documents on the planning portal, it can be seen that the developer is working their way through discharging various conditions.

2 Market Place (24/11105) – no update.

Snails Lane (25/10114) – no update.

RESOLVED: That the update on Strategic Sites be noted.

P/6541
FLOODING

Members considered the Deputy Town Clerk's report on flooding (*Annex B*). The item had been added to the agenda due to recent flooding events and to raise awareness.

Flooding incidents should be reported to Hampshire County Council (HCC) as Lead Local Flood Authority (LLFA) and Environment Agency (when it relates to the main river). Details should include timeframes, extent of flooding, depths and the impact. The Chair thanked members for playing their part in reporting flooding and it was felt that the Council should keep a central record itself.

A meeting has been requested with the local HCC Highways Engineer to talk with flood wardens about various issues with on-road flooding.

The request for a Section 19 investigation in 2024 had been refused as events had not been reported to LLFA, so there has been a focus on reporting events since then. It was agreed that Sarah Reghif, Flood & Water Management (F&WM) Technical Engineer at HCC should be invited to attend a future meeting by way of a follow up. Separately, the F&WM team are following up on the issue at the bottom of Crow Hill by the Railway Crossing Cottage.

RESOLVED: 1) That the Deputy Town Clerk's report be noted; and
2) That Sarah Reghif (F&WM Technical Engineer, HCC) be invited to attend a future meeting.

ACTION	J Hurd
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P/6542
BUS SHELTER IMPROVEMENT PLAN

Members considered the Deputy Town Clerk's report (*Annex C*) and agreed recommendations 3.1.i and 3.1.ii.

In relation to the improvements suggested to the taxi shelter, a quote for the works has been obtained of £909. Attempts to achieve sponsorship had not been successful and it was proposed this be funded from the Council's CIL Reserve. As concerns were raised about the frequency of vandalism as a reason for declining the sponsorship opportunity, it was agreed that a quote for solid panels, rather than polycarbonate, would be obtained and reported to the next meeting.

RESOLVED:

- 1) That the roof of the shelter in North Poulner Road be repaired / replaced instead of a full replacement, and this be included in the bid to HCC's Parish Council Bus Shelter Grant Scheme;
- 2) That installation of a bench to the rear of the shelter in Eastfield Lane be also included in the bid; and
- 3) That a revised quote be obtained for the taxi shelter repairs.

ACTION	J Hurd
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P/6543

PROJECTS (current and proposed)

Thriving Market Place – The Working Party meeting was held on 28th January. NFDC consultants presented work to date on the revised scope looking at the wider area between Gateway Square and the start of West Street, with a continued focus on improving accessibility, safety and the overall sense of arrival into Market Place. Proposals are evolving and a detailed briefing will be provided to all councillors on 25th February, with public consultation being planned for 26th March, where residents and stakeholders will be invited to comment on the emerging designs. It is currently expected that consideration of funding allocation will be taken to NFDC Cabinet in May.

It is still proposed to commission an animal sculpture to be delivered this year ahead of the wider scheme, and to be located in Market Place. The Working Party supported commissioning Priscilla Hann, who sculpted the mare and foal in the Furlong Centre, for continuity of theme, style and quality across the town. Members agreed to recommend to Policy and Finance Committee that approval be given for a deviation from Financial Regulations in respect of this project, to waive the requirement to obtain comparative quotations. This is to enable the commissioning of the sculpture to proceed in a timely manner.

It was noted that NFDC has agreed to release CIL funding allocated to the project in advance of the main scheme coming forward, to allow the sculpture to be commissioned and installed within the current year.

There was some concern about the location of the sculpture (although noted this was still to be agreed); that the design concept may involve the loss of one or two existing trees in Market Place with no re-planting proposed; and with the suggestion that the Jubilee Lamp be brought back in to use as a water fountain, due to operational costs.

Speed Indicator Devices – This project has been added to the project plan. Information is being gathered to inform an implementation plan. The next step is to invite Speedwatch and other organisations to put forward locations for agreement by the Council and Ellingham, Harbridge and Ibsley Parish Council. The chosen devices need to be suitable for the proposed locations.

It was also noted that Speedwatch equipment needs replacing. Once this is costed, funding will be sought. There will then be an opportunity to arrange sessions along Christchurch Road, subject to there being enough volunteers.

RESOLVED: That the update on projects (*Annex D*) be received.

RECOMMENDED to Policy & Finance Committee:

- 1) That Priscilla Hann be commissioned to design and deliver an animal sculpture for installation in Market Place, in order to maintain continuity of theme, style and quality across town centre public art; and
- 2) That approval be given for a waiver of Financial Regulation 5.7, to dispense with the requirement to obtain comparative quotations, in accordance with Financial Regulations 5.11 and 5.12.

ACTION	J Hurd / N Vodden
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P/6544

NFDC/NFNPA PLANNING COMMITTEE

It was noted that NFDC's Planning Committee will meet on 11th February and there are no Ringwood applications on the agenda.

NFNPA's Planning Committee will meet on 20th February and the agenda is not yet available.

P/6545

COMMUNICATIONS

Members considered giving additional publicity in support of the Ringwood Neighbourhood Plan. It was agreed that no further publicity would be pursued at this time. Instead, the Council would await consideration of a significant planning application by NFDC where RNP policies appear to be disregarded again, at which point further communication or publicity could be revisited.

There being no further business, the Chairman closed the meeting at 11:36am.

RECEIVED
25th February 2026

APPROVED
4th March 2026

TOWN MAYOR

COMMITTEE CHAIRMAN

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

Annex A to Planning, Town Environment Committee Minutes 6th February 2026

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
26/00015VAR	Springfields House, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Application for variation of condition 2 of planning permission 23/01032FULL for single storey and two storey extensions; raising of northern section of roof to match adjacent ridge height; creation of sunken garden; render; alterations to fenestration; demolition of conservatory (AMENDED PLANS)	Permission (1)	
26/00035CONS	Poulner Baptist Chapel, LINFORD ROAD, NORTH POULNER, RINGWOOD, BH24 3HZ	Fell 1 x Japanese Cedar	Permission (1)	

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

Annex A to Planning, Town Environment Committee Minutes 6th February 2026
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
25/10983	Site Of 32 New Road, Ringwood. BH24 3AU	Erection of x2no. 2 bedroom dwellings with roof mounted solar panels, parking, landscaping, bike and bin stores	Refusal (4)	Members were delighted to see that the application now complies with RNP Policy R10. The application is contrary to policy as the site is on designated Green Belt land. Members would not wish this to set a precedent for further development in the Green Belt.
25/11066	208 Christchurch Road, Ringwood. BH24 3AS	Use of building to the rear, known as 'Garden Lodge', as a holiday let (Lawful development Certificate existing)		No comment.
26/10004	86 Southampton Road, Ringwood. BH24 1JD	Removal and replacement of conservatory with single-storey rear extension and roof mounted solar panel	Permission (1)	
26/10005	86 Southampton Road, Ringwood. BH24 1JD	Removal and replacement of conservatory with single-storey rear extension and roof mounted solar panel (Application for Listed Building Consent)	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
26/10044	Clarks Almshouses, Clarks Close, Ringwood. BH24 1LQ	Installation of new community heating system, reorganisation of existing external stores to allow for new boiler room, storage & mobility store, replacement roof covering, new flues and chimney, new enclosure for incoming supplies & associated works	Permission (1)	
26/10045	Clarks Almshouses, Clarks Close, Ringwood. BH24 1LQ	Installation of new community heating system, reorganisation of existing external stores to allow for new boiler room, storage & mobility store, replacement roof covering, new door openings and doors, boilers, flues and chimney, new enclosure for incoming supplies & associated works (Application for Listed Building Consent)	Permission (1)	
26/10049	Danesford, Streets Lane, Crow, Ringwood. BH24 3EY	Proposed extension & conversion of existing garage to form additional accommodation, ancillary to the main house with roof lights, solar panels, and chimney flue	Refusal (2)	The Committee was not opposed to the proposal in principle, however it required a condition to prevent the outbuilding becoming a new dwelling in accordance with 'Granny's Law'. If this condition is imposed, the Committee would be prepared to agree P(1) and recommend permission, but would accept the Planning Officer's decision.

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
26/10073	Land rear of Willow Cottage, Hightown Road, Hightown, Ringwood. BH24 3DY	Erection of Two 3-Bedroom Dwellings access and parking; completion of approved pair of semi-detached dwellings, including approved access.	Refusal (4)	The Committee felt to describe the proposal as a 3-bed property is contrived. The floor plans for upstairs shows 'bedroom 4' and the study on the downstairs floor plan is big enough to be a bedroom, as it was on previous plans. As a 4-bedroom property the proposal does not comply with parking standards, the phosphorus calculations are incorrect, it's contrary to RNP Policy R10 - zero carbon buildings and there is still little amenity space for unit 2. It was noted that the very front of the property is in flood zone 3. There is no flood risk assessment and there are concerns about the impact of construction traffic exacerbating damage to the road and drains in the area.

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	Decision
25/11137	51 Northfield Road, Ringwood BH24 1LT	RE-CONSULTATION: Raise roof height & extend first floor; inset balcony; single-storey rear & infill extension: roof lantern (AMENDED DESCRIPTION)	P(1) Recommend permission, but would accept the Planning Officer's decision.
CONS/26/0009	51 Bickerley Road, Ringwood, BH24 1EG	English Oak x 1 - Reduce	P(1) Recommend permission, but would accept the Tree Officer's decision.
26/00016T PO	Doggetts Wood, Cowpitts Lane, Ringwood, BH24 3JX	Fell to a monolith 3 x Oak trees (T3, T5 and T6 on the plan) Fell to a monolith 1 x Scots Pine tree (T7 on the plan) (Trees are part of W1 of TPO: 1216)	P(1) Recommend permission, but would accept the Tree Officer's decision.

Flooding

1. Introduction

1.1 Following recent incidents of flooding around the town, Members are invited to consider whether it is appropriate to take any action.

2. Strategic Site 14 – Land north of Hightown Road

2.1 In June 2024 the Council requested that Hampshire County Council, as the Lead Local Flood Authority (LLFA), carry out a Section 19 investigation of the area in the vicinity of Strategic Site 14 (land north of Hightown Road), known locally as Lynes Farm. A Section 19 investigation is triggered after a significant flood event with the purpose of understanding what happened, and whether the relevant risk management authorities have undertaken their statutory responsibilities. A detailed report was submitted with the request, prepared by Cllr Georgiou.

2.2 Hampshire County Council declined to carry out the investigation, with one of the reasons being that events had not been reported to the LLFA. A copy of the response, which also references the proposed development and flood mitigation, is attached as **Appendix A**.

2.2 Further representation was made to the LLFA, as well as New Forest District Council and the Environment Agency, in April 2025 requesting new data be collected and remodelling of the Flood Risk Assessment for the proposed development. Again, no action was taken in response and the outline planning application for the proposed development was subsequently granted.

3. Other Flooding Issues

3.1 There have been numerous flooding incidents in the last week, and over the past few years, with areas being affected including:

- Eastfield Lane, Hightown Road and Hightown Hill
- Roads around Poulner including Northfield Road, Gorley Road and Southampton Road
- Roads around Crow, Moortown, Kingston and Sandford
- Bickerley Road

As well as highway flooding, several properties in these areas have flooded.

3.2 The Council has been in discussion with Hampshire County Council about some of these issues for many years.

4. Issue for decision and any recommendation

4.1 Members are asked to consider what, if any, action to take following recent flooding events.

For further information, contact

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

Email response from HCC Flood & Water Management Technical Team – 1 October 2024

The Lead Local Flood Authority (LLFA) has reviewed the information provided by the Town Council to date. The LLFA understands that the focus of the report is to request a Section 19 Investigation under the Flood and Water Management Act (2010).

A section 19 investigation (under the Flood and Water Management Act) is undertaken when trigger levels, as specified by the LLFA, have been reached. The investigation is to record the incident and determine whether the relevant risk management authorities have undertaken their statutory responsibilities. It should be noted that it is not a mechanism to review developers flood mitigation measures.

Although there are a number of long-standing flooding issues in this area, they have not been formally reported to the LLFA. The LLFA recommends that all flood incidents within the jurisdiction of the LLFA are reported to us going forward. If flooding incidents are logged with the LLFA using the reporting form, they will be reviewed and investigated in accordance with the published criteria

Unfortunately, the information within the report provided is not sufficient to understand flooding timeframes, extents, depths and impacts that would be required to undertake a Section 19 investigation. Also, where the legal requirement is to review actions undertaken by different Risk Management Authorities during an event, it has to be within a reasonable timeframe to allow this to be reviewed. It is extremely difficult to investigate historic incidents as the information relating to weather conditions, details of the drainage during / after the incident and potential changes to the drainage network cannot be assessed.

There are a number of points raised in relation to the planning application and process. The following is of note:

- For an application of this size, a flood risk assessment reviewing the available information on flood risk is required. This is expected to utilise all available information to assess the site and the constraints likely to be imposed.
- With all new developments, applicants are required to provide storage on site to hold additional water generated from impermeable surfaces and to discharge it at greenfield runoff rates. While it is permissible to discharge at the same rate as higher order events, most developers choose to discharge at a single runoff rate equivalent to the 1:2 or Qbar return period which demonstrates an improvement in higher order events.
- In addition, additional storage is included to take into account the likely impacts of climate change with the rainfall intensity increased by at least 40% - the discharge rate will remain as current day greenfield rates which should increase this benefit.

Current requirements include details for maintenance, so there are specified bodies identified responsible for all drainage infrastructure within the site - including ditches so there is a clear requirement to maintain such features.

The points above are well established within the planning requirements and comments made by each of the statutory consultees have to take into account current planning requirements and the technical interpretation of these points i.e. if the applicant demonstrates compliance in accordance with current best practice (at the time the application is submitted), there would be no reasonable reason to object. It should also be noted that the application is currently at the outline stage so considerably more work is required for submission as the development progresses.

In response to the specific recommendations within the report, the LLFA has the following response.

1. A Section 19 flood risk assessment should be commissioned to ensure the flood mitigation measures proposed by the developer are adequate.

A section 19 investigation under the Flood and Water Management Act is undertaken when trigger levels, as specified by the LLFA, have been reached. This investigation is to record the incident and determine whether the relevant risk management authorities have undertaken their statutory responsibilities. It is not a mechanism to review developers flood mitigation measures.

Although there are a number of long-standing flooding issues in this area, they do not meet the requirements of a S19 investigation. If flooding incidents are logged with the LLFA using the reporting form, they will be reviewed and investigated in accordance with the published criteria.

2. *Ideally, the developer's flood mitigation calculations should be checked by a competent, independent Flood Risk engineer.*

Drainage calculations submitted by the developer, along with all other supporting information, are reviewed by a range of consultees during the planning process. This includes officers from the Environment Agency and LLFA who have experience in reviewing this information.

3. *The costs of maintaining the flood mitigation arrangements should not be underestimated. The procedures suggested by the developer sound perfunctory.*

All developments have to specify who will be responsible for all drainage infrastructure as part of the planning process. As LLFA, we have no remit in terms of reviewing the costs of maintenance.

4. *Ringwood Flood Wardens should in future record all instances of flooding in flood-prone areas and routinely report them (with dates and locations) to the Environment Agency.*

The regular reporting of flooding incidents as they occur would be greatly appreciated. However please note that this should also be reported to the LLFA, not just the Environment Agency.

I trust that this provides sufficient information in relation to the LLFA's roles and responsibilities in relation to this location and the specific recommendations raised.

Bus Shelter Improvement Action Plan

1. Introduction

1.1 The purpose of this report is to provide a progress update on the Bus Shelter Improvement Action Plan, and to seek agreement for delivery of some items.

2. Update

2.1 An updated version of the Action Plan is attached for information. Works undertaken to date include:

- Refresh of the Gorley Road shelter in advance of replacement;
- Replacement panels installed in Southampton Road shelter;
- Bench installed adjacent to shelter in Salisbury Road (A338 northbound);
- Asbestos survey undertaken – asbestos identified in the roofs of 3 shelters - both shelters in Salisbury Road and Mansfield Road;
- Funding secured from NFDC for replacement of Gorley Road shelter.

2.2 Comparative quotes are now being sought for a larger 3-bay shelter in Gorley Road, to include flat seating with handles and space for wheelchairs/pushchairs.

2.3 An application to Hampshire County Council's Parish Council Bus Shelter Grant Scheme is currently being prepared. This fund is specifically for refurbishment or installation of a new shelter at an existing shelter site, up to a maximum of £15,000 per shelter; applications cannot be made for sites which do not already have a shelter in place. The deadline for receipt of applications is 28 February 2026.

2.4 The Action Plan identifies the existing brick shelter in North Poulner Road for replacement. However, one of the suppliers who has quoted for a replacement has commented that the existing shelter is solid and sound, and that it forms part of the fenceline of the property to its rear. Due to the amount of work and cost involved in removing the existing, they have suggested the Council considers repairing or replacing the roof as an alternative to full replacement. A quote is being sought for this work.

2.5 One member of the public has requested seating at the shelter in Eastfield Lane. Hampshire County Council (HCC) previously considered this request and had intended to provide one on the verge behind the shelter. This was not progressed at the time and is no longer proposed by HCC. However, this could now be included in the funding application. A quote is being sought for this work.

2.5 The taxi shelter in Meeting House Lane is included in the Action Plan. Several local businesses have been approached and offered the opportunity to sponsor the refurbishment, but none have been forthcoming. As it is not a bus shelter, the improvement works required cannot be funded by HCC. The cost to replace the polycarbonate panels, repaint and remove the existing sponsorship sign is £909. It is suggested this is funded from the Council's CIL Reserve.

3 Issues for decision and any recommendation

3.1 Members are asked to consider:

- i) Repairing/replacing the roof of the shelter in North Poulner Road instead of a full replacement, and including this in the bid to HCC's Parish Council Bus Shelter Grant Scheme;
- ii) Including installation of bench to the rear of the shelter in Eastfield Lane in the bid;

iii) Recommending to Policy & Finance Committee that improvements to the Taxi Shelter be funded from this Council's CIL Reserve.

For further information, contact

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

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Ringwood Town Council – Bus Shelters – Action Plan

As at 26 January 2026

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No	Location / Bus Service	Type	Work/Action Required	Who will action	Update
1	Eastfield Lane Ringo 1 & 2	Cantilever	Secure panels with mastic and replace missing rivets	RTC Grounds Team	Actioned.
			Full clean and removal of graffiti	RTC Grounds Team to remove graffiti NFLWG to clean	Actioned. New graffiti has recently appeared.
			Request from one user for a seat to be provided.		Not possible to retrofit a seat. Could look to install one on the verge behind – obtain quote to include seat, installation (concrete pad) and HCC permit costs, and include in application for funds from HCC.
2	Gorley Road Ringo 1 & 2	Cantilever	Replacement shelter required (larger in size as well-used)	JH to obtain quote for new 3-bay shelter, to include accessible seating.	Funding secured for new 3-bay shelter including 2-bay bench seat with handles (NFDC grant of £8505) – comparative quotes being obtained prior to placing order for works.
			If no funding for replacement in short term, look to clean, paint and possibly replace missing panel with plywood temporarily to keep weather out	RTC Grounds Team / NFLWG	Work carried out by NFLWG and Men's Shed – 02/02/2025
			If replacement possible, look at possibility of cutting back surrounding trees	JH to request that HCC cut back when new shelter is installed.	
3	Mansfield Road Morebus C15 (Burgate to Brockenhurst	Brick	Asbestos identified in roof lining - professional removal would be required if any works are proposed.		
			Refurbishment to include stain protection of roof timbers/fascias,	RTC Grounds Team (low priority due to minimal use)	

	College – term time only)		removal of graffiti, removal of moss from roof		
4	North Poulner Road Ringo 1 & 2	Brick	Investigate possibility of complete replacement	JH to obtain quote for new 2-bay shelter (demolition of existing will be required)	If replacement agreed, note the fence behind has been erected around the existing shelter so liaison with property owner will be required. Quotes being sought for replacement shelter and new roof as an alternative.
			Repair / replace broken and missing roof tiles		Grounds Manager obtaining quotation for roof repair/replacement.
			Repair / replace fascia boards		As above.
			Remove graffiti	RTC Grounds Team	
			Provide litter bin (litter currently picked up on a regular basis by a member of NFLWG)	Obtain quote for supply and installation if RTC agrees to provide and empty, only if shelter replaced	Bin not proposed.
5	Salisbury Road (N) X3	Brick	Asbestos identified in roof lining - professional removal would be required if any works are proposed.		
			Fix loose roof tiles	RTC Grounds Team	
			Repair / replace fascia boards and roof timbers	RTC Grounds Team	
			Request from user for bench on verge adjacent to shelter (similar to existing adjacent to south bound shelter) – this stop is well used by residents heading to Salisbury (usually 5 people waiting on Saturday mornings, for example)	Obtain quote for new bench, as an alternative to seat inside shelter.	Bench installed July 2025.
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	Low priority – monitor and reconsider if necessary.

6	Salisbury Road (S) X3	Brick	Asbestos identified in roof lining - professional removal would be required if any works are proposed.		
			Repair / replace fascia boards and roof timbers	RTC Grounds Team	
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	Low priority – monitor and reconsider if necessary.
7	Southampton Road 125, Ringo 1 & 2	Cantilever	Replace damaged / missing panels		Panels replaced – July 2025 (funded from RTC CIL Reserves).
			Request from NFLWG for replacement 3-bay shelter with accessible seating.		Now refurbished – replacement not considered to be a priority.
			Full clean	RTC Grounds Team / NFLWG	Actioned
			Cut back overhanging branches	RTC Grounds Team	Actioned
			Timetable shows Ringo and 125 services but sign on pole does not show 125 or college services. Gardbus 132 shown but no further information.	Speak to HCC/Morebus re. updating signage/timetable.	
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	Low priority – monitor and reconsider if necessary.
8	Meeting House Lane Taxi Shelter	Cantilever	Replace damaged panels Treat and paint seat Remove sponsorship sign Remove graffiti Full clean	JH to obtain quote from supplier	Unable to find sponsor to fund cost of repairs. £909 to replace all panels, clean, paint and remove sponsorship sign – consider funding from RTC CIL reserves.

RTC – Ringwood Town Council

NFLWG – New Forest Labour Women's Group

JH – Jo Hurd

Planning, Town and Environment
Project Oversight Report

1. Introduction and reason for report

This report provides the Committee with an overview of live projects within its remit, enabling members to monitor progress, risks, and financial implications, and to identify where further information or a separate report is required for decision-making.

2. Background

The project planner is updated weekly by officers and forms part of the Council's wider arrangements for project oversight and governance. Projects are reported by exception, with operational delivery managed by officers under existing delegations.

3. Scope of report

This report includes projects within the remit of this Committee only. Projects governed through other Committees are reported separately and are not included here.

Project title	Purpose/intended outcome	Status	Progress update	Key risks/ issues	Next milestone/ decision point	Committee interaction required	Senior Officer (Oversight)	Delivery Lead	Financial position
Crow Stream Maintenance	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding.	Annual recurrent	Spraying of stream banks carried out June 2025 and annual flail in September 2025, followed by annual stream clearance by volunteers on 25 September. Working with various agencies and local landowners on developing wider project on holding back flood water and increasing outflow. HCC F&WM team investigating issue around The Gate House at the bottom of Crow Hill.	Delivery: Volunteer work currently dependent on coordination by and knowledge of Dr Peter Street (also a Council Flood Warden). Annual clearance is dependent on sufficient volunteers coming forward. Wider project also dependent on others.	Annual spraying and flail to be booked.	Note - project update only.	Deputy Town Clerk		Budget of £1,000 funded by transfer from earmarked reserve.
Shared Space Concept - Thriving Market Place	Concept for town centre shared space identified through work on the Neighbourhood Plan. Aim is to create a more vibrant and flexible public space and improve connectivity, whilst achieving wider economic benefits.	In progress	Project being led by NFDC with funding allocated from Strategic CIL programme. Consultants appointed to develop a deliverable, costed scheme for approval by NFDC Cabinet in May 2026. Hoping to deliver an animal sculpture in advance of main project, to tie in with 800th anniversary of market charter celebrations.	Financial: Funding for delivery yet to be confirmed. Dependency: Progress at this stage is dependent on NFDC.	Working Party meeting held on 28/01/2026. All councillor briefing 25/02/2026. Public consultation event 26/03/2026.	To receive update following Working Party meeting. Plans to be presented to Cttee at April meeting for approval prior to NFDC Cabinet meeting.	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. Additional CIL funding to be considered by NFDC in May 2026.

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Bus Shelters	Review of Council owned bus shelters to identify works required to repair and/or replace.	In progress	Action Plan prepared and in use. HCC launched Parish Council Bus Shelter Grant in October 2025. Funds secured from NFDC CIL to provide a new larger bus shelter in Gorley Road. No sponsor yet for repair of Taxi Shelter.	Financial: Some works dependent on availability of funding/success of grant application. Delivery: Asbestos identified in roof lining of both shelters in Salisbury Road and the one in Mansfield Road - professional removal would be required if any works are proposed.	New quotes to be obtained for Gorley Road shelter prior to awarding contract for replacement.	Consider allocating CIL funds to refurbish Taxi Shelter.	Deputy Town Clerk	£1081 allocated from RTC CIL funds and spent on general repairs. Grant of £8505 secured from NFDC CIL for Gorley Road shelter.
Speed Indicator Devices	A joint project with Ellingham, Harbridge & Ibsley Parish Council to deploy Speed Indicator Devices at agreed locations around the parishes.	In progress	NFDC CIL funding awarded for purchase of 2 x SIDs. Protocol and locations to be determined.	Delivery: Dependent on agreement of deployment protocol and locations by both councils, and consent from HCC/Enerveo for locations and use of lamposts.	DTC and Cllr Haywood to discuss governance and implementation prior to presenting proposals to Cttee.	To consider implementation plan and proposed locations at March meeting	Deputy Town Clerk / Cllr Haywood	Grant of £6689 secured from NFDC CIL.

Projects delivered by external partners and monitored by officers								
Crow Lane Footpath	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress approved by NFDC Cabinet on 02/11/2022. HCC working on design, with expected delivery in spring 2026.			Note - project update only.		Developers contributions held by HCC.
Memorial Bench for Michael Lingam-Willgoss	Provision of memorial bench in Market Place in memory of 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.			Note - project update only.	HCC Ringwood Carnival / Ringwood Rotary	No financial implications.
Review of Speed Limits and Road Safety Measures in Kingston	Request from resident to support addressing speed issues and road safety on B3347 at Kingston.	In progress	Advised resident further evidence is required prior to submitting proposal to HCC. Cllr Frederick liaising with Police and residents regarding setting up Speed Watch.					

4. Recommendation

For further information, please contact:

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