

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

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

PRESENT: Cllr Philip Day (Chairman)
Cllr Luke Dadford (Vice Chair)
Cllr Mary DeBoos (*until 11:30am*)
Cllr John Haywood
Cllr Peter Kelleher
Cllr James Swyer

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

ABSENT: Cllr Rae Frederick
Cllr Janet Georgiou
Cllr Glenys Turner

P/6546 PUBLIC PARTICIPATION

There were two members of public present for one of the planning applications.

P/6547 APOLOGIES FOR ABSENCE

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

P/6548 DECLARATIONS OF INTEREST

There were none.

P/6549 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 6th February 2026, having been circulated, be approved and signed as a correct record.

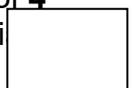
P/6550 PLANNING APPLICATIONS

With the agreement of Members, application 26/10095 was brought forward due to the members of the public present.

RESOLVED: That the observations summarised in *Annex A* be submitted

ACTION Nicola Vodden

P/6551



STRATEGIC SITES

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

Land north of Hightown Road (21/10042) - Members were reminded of Taylor Wimpey's invitation to visit its Alresford development to look at housing types and learn more about sustainability features, and asked to register their interest with the Deputy Town Clerk.

Land off Moortown Lane (21/11723 and Land off Crow Lane 23/10707) – The developer appears to be working through discharging various conditions.

2 Market Place (24/11105) – The developer appears to be working through discharging various conditions.

Snails Lane (25/10114) – There was no update on the progress of the application. A large number of new objections have been uploaded to the planning portal. Toad Patrol volunteers had reported a confirmed sighting of a great crested newt (on 21st February 2026) heading in the direction of Blashford Lakes.

RESOLVED: That the update on Strategic Sites be noted.

P/6552

NFDC LOCAL PLAN REVIEW

A draft response to the Spatial Options and Policy Direction consultation was circulated to Members prior to the meeting. There are a number of areas which need further work, in particular:- Grey Belt (Q39), Infrastructure Provision (Q69), Sustainable Transport (Q73 – 80) and Open Space, Recreation and Play (Q81 – 89).

Other suggestions were considered for inclusion, including a hope that with the implementation of the plan, officers will be encouraged to strictly enforce compliance with all Development Plan policies, including Neighbourhood Plans.

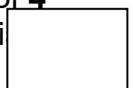
The Deputy Town Clerk reported on the identification of sites which could potentially be released from Green Belt to Grey Belt areas, and a discussion followed on issues with the redesignation of certain areas and proximity to the SSSI and other protected areas. Objections to this recategorization will be added to the response. It is also important to include points made in relation to sustainable transport and within the work done for the New Forest Local Cycling & Walking Infrastructure Plan (LCWIP).

It was anticipated that the review of the Local Plan would lead to a corresponding review of NFDC's CIL expenditure framework and the Infrastructure Development Plan, so that future allocation of CIL funding aligns with the priorities set out in the revised Local Plan. Cllr Haywood would make enquiries with NFDC regarding this, and an appropriate comment would be included in the Council's response.

RESOLVED: That authority be delegated to the Deputy Town Clerk in liaison with Members to update and submit the response before the deadline of 20th March.

ACTION J Hurd

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Chairman's initi



P/6553

DISTRICT-WIDE DESIGN CODE AND SETTLEMENT CHARACTER ASSESSMENTS

RESOLVED: 1) That the update (*Annex B*) be noted; and
2) That, if the Ringwood design code and settlement character assessments are received from NFDC, with a deadline for comments before the next meeting, authority be delegated to the Deputy Town Clerk to review and respond in liaison with Members.

ACTION J Hurd

P/6554

TAXI SHELTER REFURBISHMENT

Members considered the Deputy Town Clerk's report (*Annex C*). It was noted the costs should read Option 1 - £985 and Option 2 - £1,155.

RESOLVED: That the preferred option for refurbishment is Option 2 to supply and install 2 x solid galvanised panels to the rear and 2 x aluminium mesh panels to the sides, all painted green, at a cost of £1,155.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE:

That refurbishment of the taxi shelter in Meeting House Lane at a cost of £1,155 be funded from the CIL reserve.

ACTION J Hurd / C Bennett

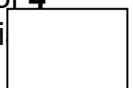
P/6555

PROJECTS (current and proposed)

Thriving Market Place – An all-councillor briefing was held on 25 February, in advance of a public exhibition to be led by NFDC and supported by a 2-week online consultation. The importance of presenting the full 'dream plan' was highlighted to NFDC, as some of the more aspirational elements had been removed from the scheme. NFDC will consider allocating CIL funding, but to deliver the project will require considerably more from outside sources, so it's important there is a fully costed scheme ready for when funding becomes available.

The Policy and Finance Committee had approved the commissioning of Priscilla Hann to create an animal sculpture. Formal instruction is required as soon as possible for the piece to be delivered within 2026. A response on the location for the sculpture is awaited from NFDC Planning, but the initial view was that the precise location would need to "have regard to the setting of adjacent heritage assets, the risk of proliferation of street clutter and should be considered as part of the wider street improvements."

Members discussed their preferred location and it was agreed that the sculpture of the laid down pig should be on the stone setts outside the church wall. As the location is on Highway land, permission and a licence will likely be required and the church will need to be consulted.



Speed Indicator Devices – This has not progressed save for suggested locations being put forward by Poulner Speedwatch. These are all lamp columns and this could have a bearing on the type of device purchased. Further location suggestions are awaited and information is being gathered. Once locations have been agreed by both the Council and Ellingham, Harbridge and Ibsley Parish Council an application will be submitted to HCC for approval.

Bus Shelters – An order has been placed for the replacement bus shelter in Gorley Road and is expected to be installed in April. An application has been submitted to HCC for a new roof on the shelter in North Poulner Road and for a seat behind the shelter in Eastfield Lane.

RESOLVED: 1) That the update on projects (*Annex D*) be received; and
2) That the preferred location for Pricilla Hann’s sculpture of a laid down pig is on the stone setts outside the church wall.

ACTION J Hurd / N Vodden

**P/6556
NFDC/NFNPA PLANNING COMMITTEE**

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

NFNPA’s Planning Committee will meet on 17th March and the agenda is not yet available.

**P/6557
COMMUNICATIONS**

The consultation on the Thriving Market Place will be publicised in due course and there will also be some publicity about the replacement bus shelter on Gorley Road when it is installed.

There being no further business, the Chairman closed the meeting at 11:50am.

RECEIVED
25th March 2026

APPROVED
10th April 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 March 2026
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
25/11146	Avon Edge, The Bridges, Ringwood. BH24 2AA	Shepherd's hut in the rear garden for use as holiday let	Refusal (2)	The flood risk assessment is inadequate for this proposal, particularly as it is in the flood zone and as noted in the Environment Agency's comments. In addition, this type of development is not appropriate given the locality and is out of keeping with the other properties in the vicinity.
26/10088	Cabin, 210 Christchurch Road, Ringwood. BH24 3AS	Use of cabin for the provision of short- term holiday accommodation (Use class C1) (Retrospective).	Permission (1)	
26/10095	Lamb Inn, 2 Hightown Road, Hightown, Ringwood. BH24 1NW	Redevelopment and conversion of public house with associated demolition and rebuild/replacement to create 6 dwellings - 2no. 2-bed ; 3no. 1-bed flats; 1no. 3-bed townhouse; demolition of existing commercial and storage premises at the rear and replacement with new detached commercial unit with 1no.1-bed flat above; associated parking, cycle storage & landscaping.	Permission (1)	It was noted that there was no Conservation Officer's report available.

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
26/10105	115 Christchurch Road, Ringwood. BH24 3AQ	Single-storey side / front extension to provide additional room for existing dental practice.	Refusal (2)	The Committee had no objection in principle to the proposal, but on the basis that a condition is imposed in relation to construction traffic, to ensure this remains on site and does not obstruct Christchurch Road.
26/10128	66 Northfield Road, Ringwood. BH24 1LX	Two-storey outbuilding for use as a home office, following demolition of existing garage, workshop & shed.	Refusal (2)	The proposal was considered overdevelopment of the site and is contrary to Ringwood Local Distinctiveness SPD which refers to 'retention of gardens front and back'. Given the proximity to the boundary, the outbuilding would cause overshadowing and loss of amenity to the neighbouring property at No.68. There were concerns that this would be used for accommodation and the Committee felt a Granny's law condition be imposed to ensure that the outbuilding remains incidental to the main building. There was also a question whether RNP R10 should apply given this proposal could be classed as a new build.
26/10150	43 Bickerley Road, Ringwood. BH24 1EG	Erect detached garage and store following removal of existing shed; pavement crossing with dropped kerb	Permission (1)	
26/10151	Three Elms, Kingston Common, Kingston, Ringwood. BH24 3AZ	Single-storey side extension	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
26/10152	National Westminster Bank, 11 High Street, Ringwood. BH24 1AB	Change of use from commercial to x5no. 1 bedroom flats and x1no. 2 bedroom flat with part of ground floor to be kept as commercial (Prior Approval Application)	Refusal (4)	The application is contrary to Policy R2 Clause C of the Neighbourhood Plan in that it does not maintain active commercial frontage of the whole of the ground floor located on the High Street.
26/10167	2 Broadshard Lane, Ringwood. BH24 1RR	New roof with side dormer window to allow creation of first floor accommodation; rooflights and fenestration alterations	Permission (1)	The Committee wished to ensure that the Parking Standards are satisfied given the proposal would increase the number of bedrooms.
CONS/26/0098	The Silver Jubilee Gardens, West Street, Ringwood, BH24 1DZ	Willow x 4 - Reduce Willow x 1 - Fell Sycamore x 1 - Fell		No comment.
CONS/26/0103	32 College Road, Ringwood, BH24 1NX	Bird cherry x 1 Fell	Refusal (2)	There was no justification provided for the felling of the tree.

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 March 2026

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
CONS/26/0020	Hillcroft, Hangersley Hill, Hangersley Hill, Hangersley Ringwood. BH24 3JP	Prune 1 Sweet Chestnut Coppice Hazel	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

District-wide Design Code and Settlement Character Assessments

1. Introduction

- 1.1 The purpose of this report is to provide an update on New Forest District Council's work on developing a Design Code and the request for Town and Parish Councils to complete a proforma Settlement Character Assessment for each parish.

2. Update

- 2.1 Members will recall this was discussed at the meeting of this Committee on 3 October 2025 (P/6495 refers) when it was agreed the request to complete the proforma be declined. It was unclear what weight the assessment would carry in the planning process compared to the existing Ringwood Local Distinctiveness Supplementary Planning Document (SPD) and the Ringwood Neighbourhood Plan. The request was also regarded as a significant undertaking, replicating work already completed and an unnecessary use of Council resources.
- 2.2 NFDC is continuing its work on the district-wide Design Code, albeit the structure of the document has been altered to bring it in line with new guidance in the draft update of the National Planning Policy Guidance (NPPF) and draft Design and Placemaking Planning Practice Guidance (PPG).
- 2.3 NFDC is still expecting Town and Parish Councils to complete the Settlement Character Assessment proforma, as this work will feed into the Design Code and provide the required community derived evidence. However, it has been acknowledged that much of the work has previously been undertaken in those towns with a Local Distinctiveness SPD, which include Ringwood. In this case, NFDC officers have agreed to convert the SPD to populate the proforma. Once this work has been completed, they will look to us for input before finalising the document. It is expected there will be a tight deadline for this work, as it must fit with the Local Plan Review timeframe.

3. Issues for decision and any recommendation

- 3.1 Members are asked to:
- i) Note the update; and
 - ii) Consider making arrangements to review the draft Settlement Character Assessment for Ringwood, once received from NFDC.

For further information, contact

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

Taxi Shelter Refurbishment

1. Introduction

- 1.1 The purpose of this report is to provide an alternative to the repair proposed at the last meeting, and consider the use of CIL funds to effect the repair.

2. Options

- 2.1 At the last meeting of this Committee held on 6 February 2026, Members considered a like-for-like repair of the Taxi Shelter in Meeting House Lane. There was concern raised at the meeting about vandalism of the polycarbonate panels and it was agreed a quote should be obtained for solid panels as an alternative (*P/6542 refers*).

- 2.2 Quotes have now been obtained for the following two options:

Option 1 – supply and install 4 x solid galvanised panels, painted green - £1,155

Option 2 – supply and install 2 x solid galvanised panels to the rear and 2 x aluminium mesh panels to the sides, all painted green - £985

Use of mesh panels to the sides would give better visibility whilst avoiding any future issues with scratching or painting polycarbonate.

Both quotes also include for a thorough clean of the shelter, painting of the seat and inside of the lower panels, and removal of existing sponsorship sticker.

- 2.3 Several local businesses have been approached and offered the opportunity to sponsor the refurbishment, but none have been forthcoming. It is therefore suggested the preferred option is funded from the Council's CIL Reserve.

3. Issues for decision and any recommendation

- 3.1 Members are asked to consider:

- i) Which of the options outlined in para 2.2 above is preferred;
- ii) 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

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	Annual spraying of stream banks and flail to be arranged, followed by stream clearance by volunteers . 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. Meeting requested with Sarah Reghif, HCC F&WM team. New shared document for flood incident logging created.	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	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 a main 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.	All councillor briefing 25/02/2026. Public consultation event 26/03/2026.	To receive update following all councillor briefing. Plans to be presented to Cttee at April meeting for approval prior to NFDC Cabinet meeting.	Deputy Town Clerk	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 .

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. Application submitted for HCC Parish Council Bus Shelter Grant for new roof on shelter in North Poulner Road and seat behind shelter in Eastfield lane. Funds secured from NFDC CIL to provide a new larger bus shelter in Gorley Road - official order placed. 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.	Decision awaited from HCC on grant application. Date awaited for installation of new shelter in Gorley Road.	Consider allocating CIL funds to refurbish Taxi Shelter.	Deputy Town Clerk	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. Awaiting feedback on suggested locations from councillors and others.	Delivery: Dependent on agreement of deployment protocol and locations by both councils, and consent from HCC/Enerveo for locations and use of lampposts.	DTC and Cllr Haywood to discuss governance and implementation prior to presenting proposals to Cttee.	To consider implementation plan and proposed locations at April meeting.	Deputy Town Clerk	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.		HCC	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.		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 Speedwatch group for Christchurch Road.						

4. Recommendation

For further information, please contact:

Charmaine Bennett, Town Clerk

charmaine.bennett@ringwood.gov.uk
01425 473883

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