

MINUTES OF THE MEETING OF THE RECREATION, LEISURE & OPEN SPACES COMMITTEE

Held on Wednesday 7th February 2024 at 7.00pm in the Forest Suite, The Gateway, Ringwood

PRESENT: Cllr Andrew Briers (Chair)
Cllr Becci Windsor (Vice Chair)
Cllr Mary DeBoos
Cllr Rae Frederick
Cllr Janet Georgiou
Cllr John Haywood
Cllr Peter Kelleher
Cllr James Swyer
Cllr Glenys Turner

IN ATTENDANCE: Chris Wilkins, Town Clerk
Nicola Vodden, Office Manager
Cllr Philip Day

ABSENT: Cllr Gareth DeBoos

**OS/6320
PUBLIC PARTICIPATION**

There were seven members of the public present.

**OS/6321
APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr G DeBoos.

**OS/6322
DECLARATIONS OF INTEREST**

Cllrs Briers and Turner declared a pecuniary interest in agenda item 7. as they are allotment holders at the Upper Kingston site and indicated they would leave the meeting when the matter was discussed.

**OS/6323
MINUTES OF THE PREVIOUS MEETING**

RESOLVED: That the minutes of the meeting held on 3rd January 2024, having been circulated, be approved and signed as a correct record.

Agenda item 7. was brought forward on account of the members of the public present. At 7:02pm, Cllrs Briers and Turner left the meeting and Cllr Windsor took the Chair.

**OS/6324
ALLOTMENTS**

The Committee received a verbal report from the Town Clerk in relation to an incident that happened at the Southampton Road allotment site on 30th January.

A fire had been started by an allotment tenant using a weed burning tool and spread rapidly out of control to the hedge adjacent to the plot, which separates the site from properties in Kestrel Court. The fire service was called and extinguished the fire, but it has caused significant damage to adjacent houses, two cars and the boundary hedge. It would have been an extremely frightening experience for anyone present. The allotment tenant is not insured for public liability and the Council's insurers had been informed of the incident.

He pointed out the matters before the Committee were not in relation to liability or insurance, but rather in relation to management of the allotments and there were a number of issues that Members could address.

He advised that:-

- The allotment rules were last reviewed 2-3 years ago. The rules could be reviewed again and tenants and allotment associations be consulted on any proposed changes.
- There is no mention of weed burning in the rules.
- There had previously been some discussion about bonfires which resulted in a restriction at Hightown Road and Southampton Road to prohibit them between May and September (but no restriction at Upper Kingston due to its rural location)
- There is no mention of insurance in the rules.
- In comparing the rules with similar councils, they seem typical. There is no mention of weed burners, small bonfires are allowed and there is no reference to insurance.
- The National Allotment Society has a liability insurance scheme, but it is not clear how this operates and there are exclusions, meaning an incident of this nature would not have been covered.

A temporary fence had been put in place by the grounds team to create a barrier, but a permanent solution was needed. The title register says nothing about boundary ownership, so there is no clear legal responsibility to do this, but he suggested that the Council should fence in the land and replace the boundary. He detailed the quotes obtained.

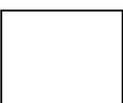
Cllr Windsor invited members of the public to address the Committee.

Residents of Kestrel Court spoke about the impact of the incident on them personally and the resulting damage to their property. Emotionally they had been extremely affected, terrified at the time, not feeling safe in their homes, struggling to sleep and they continue to have concerns about the potential of it happening again. Their homes had been damaged and they were going to suffer financially.

They expressed how unbelievable it was that this could happen and referred to an email which had been circulated to Councillors and contained actions and questions which they would like addressed as part of an investigation. They wanted to be kept informed of any findings or decisions made.

The Committee thanked the residents for coming to the meeting and sharing their experience and ongoing concerns. Members were moved by the impact this traumatic incident had had on residents, conveyed their sympathy and acknowledged that they had gone through a lot. They were also shocked with extent of the damage caused. There was agreement that action was required, some of which could happen straight away and other action which may take more time and would need to be considered in a measured way. A discussion followed and agreement was reached on the points, as resolved.

RESOLVED: 1) That flame weed killers will not be permitted on any of the Council's allotment sites with immediate effect;
2) That bonfires will not be permitted on the allotment sites at Hightown Road, Southampton Road and Crow Arch Lane with immediate effect;



- 3) That there will be a full review of the allotment rules, which will include consideration of the requests made in the neighbours' correspondence and a fire safety assessment;
- 4) That as a matter of urgency, the Town Clerk seek legal advice on whether the Council is able to terminate the tenancy of the relevant plot; and
- 5) That the residents be kept informed and invited to any meeting where this matter is considered further.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE:

- 1) That a close-boarded fence of at least 1.8m in height be erected along the boundary in place of the hedge; and
- 2) That as a matter of urgency, the Town Clerk investigate whether the Council can lawfully supply contact details for the tenant of the relevant plot to the neighbours affected by the fire.

ACTION C Wilkins

At 7:53pm, Cllr Day left the room temporarily. Cllrs Briers and Turner rejoined the meeting and Cllr Briers took the Chair for the remainder of the meeting.

OS/6325

EVENTS MANAGEMENT

Cllr Frederick presented the notes of the meeting on 24th January 2024 and highlighted that the dates for the next two years' events had been confirmed.

RESOLVED: That the notes of the Events Management Sub-committee on 24th January 2024 be received.

OS/6326

COMMITTEE BUDGET

The Town Clerk wanted to start putting together a process for the base budget review and asked those Members interested in being involved to put their names forward.

RESOLVED: That Cllrs M DeBoos, Day, Frederick, Swyer and Windsor be consulted on the base budget review.

ACTION C Wilkins / R Fitzgerald
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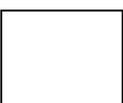
OS/6327

CHRISTMAS ILLUMINATIONS

The Town Clerk reported on the Working Party's progress in respect of the re-procurement of the Christmas lights contract. The process had been approved and tenders invited. This had taken longer than expected as the deadline had to be extended to take account of the Christmas period. Three tenders were received and evaluated. NFDC officers assisted with the process and will deal with the formal contract.

The clear winner was Gala Lights, the current provider. There is an opportunity for Members to view, discuss and make suggestions on the design at a meeting which has been arranged for 21st February 2024.

The Town Clerk was thanked for the robustness of the process, which enabled the Working Party to arrive at its decision.



RESOLVED: That the update on the Christmas illuminations contract be received.

**OS/6328
TREE SAFETY SURVEYS AND WORKS**

The Town Clerk provided a verbal report on the Council’s arrangements for managing tree safety and recent developments.

The Council owns a large number of various-sized pieces of land in the parish and is responsible for the safety of the trees on that land. A robust plan needs to be in place as accidents arising from diseased or damaged trees can be a serious matter.

At 8:00pm, Cllr Day rejoined the meeting.

The grounds team have a basic level of training to identify obvious problems with trees and report issues, so that immediate action can be taken. NFDC is commissioned to provide a safety survey service by a competent person and this augments the grounds team’s day-to-day observations. The cost of this service is balanced against the frequency of inspections. A small number of high-risk sites have been identified and are inspected annually. The remaining sites are surveyed in a three-year cycle.

He indicated that the first cycle is complete and works prioritised as urgent, moderate (to be addressed in 1-3 months) and less urgent (6-12 months). NFDC has set up a framework agreement of fixed pricing for work required. The Grounds Manager engages local tree management companies who are on the Council’s approved contractors list and whose prices match the framework.

Tree issues reported by the public will be investigated. There will always be the need for reactive maintenance and there is a tree safety budget for this purpose. Trees will not be removed for non-arboricultural reasons and reference is made to the Council’s Tree Policy (which is available on the website) and in consultation with the Tree Warden (Cllr Turner) who guides and oversees work on tree safety.

RESOLVED: That the Town Clerk’s report on arrangements for managing tree safety be noted.

**OS/6329
PROJECTS (current and proposed)**

The updated report had been circulated with the agenda (*Annex B*).

RESOLVED: That the updated projects report be received.

There being no further business, the Chairman closed the meeting at 8:06pm.

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

RECEIVED
28th February 2024

APPROVED
6th March 2024

TOWN MAYOR

COMMITTEE CHAIRMAN

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Chairman’s initials



Events Management Sub-Committee

Notes of meeting held on Wednesday 24th January 2024 at 1300, at Ringwood Gateway

Present: Cllr Rae Frederick (Chair)
Cllr Mary DeBoos
Cllr Becci Windsor
Cllr James Swyer

In attendance:
Charmaine Bennett, Events Manager

1. Apologies for Absence

Cllr John Haywood
Sam Bracher – Meeting Administrator

2. Declarations of interest

No interests were declared.

3. Minutes of the previous meeting – 15th November 2023

RESOLVED: That the minutes of the meeting held on 15th November 2023 having been circulated, be approved, and signed as a correct record.

4. Event Calendar – 2024 and beyond

The Event Manager proposed a selection of dates for 2024, 2025, and 2026.

It was agreed that the regular events would happen on the following dates:

Ringwood Grand Fireworks

Sunday 3rd November 2024
Sunday 2nd November 2025
Sunday 1st November 2026

Winter Wanderland

Sunday 1st December 2024
Sunday 30th November 2025
Sunday 29th November 2026

The committee discussed plans for an event marking the 80th anniversary of D-Day on Thursday 6th June. It was agreed to light a beacon on the Bickerley at 9.15pm, in accordance with the national celebrations. The event is intended to have a theme relating to fish and chips. It was agreed that the event would involve community groups, as outlined in the actions below.

ACTIONS:

1. The Event Manager to draft a letter to go to potentially interested parties (Revd Roberts, Royal British Legion, scout groups, Ringwood Veterans Hub etc.)
2. Cllr Frederick to contact Prices about providing fish and chips.
3. Cllr Windsor to look into manufacture of a beacon.
4. Cllr Swyer to liaise with Ringwood Benefice to encourage their Christmas Fair to coincide with Ringwood Winter Wonderland
5. Cllr Swyer to ask Ringwood & Burley band about attending the D-Day event.

5. Christmas Window Competition

The Event Manager discussed the situation surrounding the Christmas Window Competition. They highlighted the following:

- In previous years there have been issues with people flooding the competition with duplicate entries.
- It was agreed that the competition would continue in its current form as it is very popular but we would look into a way to prevent this issue. Ideally this would be a form requiring email address capture. This could be used to build a contact database for RTC events.
- It was agreed that the competition engaged adults, but it would be good to have something to involve children and encourage people into the High Street.
- The committee agreed to launch the Ringwood Reindeer Ramble, where children look for reindeer in shop windows, complete a form and win a prize. One participant would win a larger prize, possibly a voucher for The Barn.

ACTIONS: 1. Cllr Swyer to create and test a new form to eliminate duplicate entries.

6. Stallholder Fees

The Event Manager proposed a new pricing structure for stallholders. The committee agreed to continue free charity pitches (5) and set pricing as follows:

Food stalls selling hot main meals - £150
Food stalls selling snacks/drinks - £100

The bar will remain £500, although the committee will work with the Round Table to alleviate issues around speed of service to drive benefits for all.

ACTIONS: 1. The Event Manager to inform stallholders of the date of events and the new stall fees.
2. The Event Manager and Cllr Fredericks to meet with Round Table to discuss issues around Winter Wonderland and how they might be resolved.

No further business to discuss.

There being no further business, the meeting concluded at 14:30

The next Event Sub-Committee meeting – Wednesday 21st February at 13:00

A

RECEIVED

APPROVED

RLOS COMMITTEE CHAIRMAN

SUB-COMMITTEE CHAIRMAN

Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in early 2024)	The artificial turf pitch has been completed and is now in use. The PWLB loan has been drawn down. A Construction Contract for the pavilion and other works has been entered into. Work on these started on 5th June. Weather and other dependencies permitting, completion is now expected in mid-March 2024.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Examination commenced - responses to Examiner's questions agreed by Steering Group and submitted 11/01/2024. Awaiting Examiner's Report.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Town Clerk	Spent £24,957.42 (£18,000 funded from Locality grants, £3,650 additional budget agreed for SPUD youth engagement work (F/6061)). £3,492.58 remaining of original RTC budget.
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future.	Deputy Town Clerk	£10,659.15 spent funded from CIL and contribution from Carnival. Additional £580 for repair of cover funded from CIL (C/6957).
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 05/05/2023, annual flail carried out in August and stream clearance by volunteers on 28/09/2023. NFDC released additional £10,000 from developers' contributions to allow this work to continue for another 10 years.	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	£10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. HCC survey work completed November 2023. Meeting with HCC/NFDC members and officers planned for 19/02/2024 to agree brief for options appraisal.	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).
	Greening Ringwood	In progress	Public meeting held on 05/07/2023 and project leads in place for 5 new projects. Last update from coordinator considered by the Committee on 03/11/2023.	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	HCC framework contractor has completed survey of shelters free of charge. This has yet to be reviewed. Results and availability of funding will be discussed with HCC.	Review of Council owned bus shelters.		No agreed budget
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 - report indicates delivery in 2024/25. Design work paused but HCC hope work will recommence on the scheme before the end of 2023.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Railway Corner	In progress	Project supported by RTC. Planning application submitted (23/11081).	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	No financial implications.
	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						
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.

PF11	92 Southampton Road	In progress (commenced March 2023)	One of the tenants has left. A new letting agent has been instructed and has served notice to quit. Urgent repairs have been completed.	Reviewing the letting of this council-owned house	Town Clerk	Rent receipts and other financial implications of any changes are unclear at present but will be considered as part of the review.
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Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2023.)	Officers have been working with a planning consultant on project design and two rounds of pre-application planning advice have been completed. Following the discussion at the committee on 1st November a planning application is being prepared.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to complete by December 2024.)	Design and funding arrangements for a memorial wall have been agreed in principle. An architect has been instructed to prepare the invitation to tender for the construction contract.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital cost estimated at £37,500 will be met from a combination of earmarked reserves.
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The replacements scheduled in years 1 and 2 have been completed. An order for the final round of replacements has been placed.	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	Surrender requirements and process have been investigated and discussed with Environment Agency and New Forest District Council. Consultants, ACS Testing, have been engaged to provide technical advice and support. A fuller picture of the surrender requirements and process is expected to emerge early in 2024.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS19	Carvers Strategic Development	In progress (Commenced Feb. 2021)	The Masterplan prepared by landscape designer New Enclosure was approved by the Carvers Working Party on 5th July. Responses to the public consultation on this have been evaluated and a brief to the designer to update the plan accordingly has been submitted.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	Revised budget of £6,000 (virement from RLOS4).
RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC officers have been consulted about related mitigation schemes and possible support - decision expected in New Year.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS23	North Poulner Play Area skate ramp request	In progress (commenced Mar. 2023)	A 'half-pipe' has been identified as a likely cheaper and easier option. The likely costs and wider implications of installing this are being investigated.	A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it	Deputy Town Clerk	Yet to be quantified and agreed
RLOS24	Poulner Lakes Circular Path	In progress	Works to reduce and landscape the drainage retention pond completed. It's performance will be monitored through the winter.	HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use	Deputy Town Clerk	Staff time only

Staffing Committee

None

Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
	None						
Planning Town & Environment Committee							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways for storage of materials during works to widen the A31.	Floated as possible future project		
	Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches			Floated as possible future project Floated as possible future project		
	Dewey's Lane wall	Repair of historic wall		Re-build/repair options and costs are being investigated	Shelved as a TC project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	None	(Current projects expected to absorb available resources for several years)					
Staffing Committee							
	None						

Closed Projects Report

No.	Name	Description	Outcome	Notes
Full Council				
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				
	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	
PTe4	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.	
PTe5				
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
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	
Recreation, Leisure & Open Spaces Committee				
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
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.
Staffing Committee				
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	