

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

Held on Friday 9<sup>th</sup> January 2026 at 10.00am at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Philip Day (Chairman)  
Cllr Luke Dadford (Vice Chair)  
Cllr Mary DeBoos  
Cllr Rae Frederick  
Cllr Janet Georgiou  
Cllr Peter Kelleher  
Cllr James Swyer  
Cllr Glenys Turner

IN ATTENDANCE: Mrs Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Office Manager  
Cllr Becci Windsor (*from 10:12am*)

ABSENT: Cllr John Haywood

### **P/6524 PUBLIC PARTICIPATION**

There were two members of the public present for an agenda item.

### **P/6525 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr Haywood.

### **P/6526 DECLARATIONS OF INTEREST**

Although it was not a declarable pecuniary interest, in relation to 25/11086, Cllr Frederick advised the Committee that the applicant was known to her and she would leave the room when the application was considered. Cllr M DeBoos also knows the applicant.

### **P/6527 MINUTES OF PREVIOUS MEETING**

**RESOLVED:** That the minutes of the meeting held on 5<sup>th</sup> December 2025, having been circulated, be approved and signed as a correct record.

### **P/6528 PLANNING APPLICATIONS**

*Application 25/11086 48 Clough's Road was brought forward for the benefit of those present and Cllr Frederick left the room (at 10:03am).*

*Cllr Windsor joined and Cllr Frederick re-joined at 10:12am.*

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

<b>ACTION</b>	<b>Nicola Vodden</b>
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**P/6529**  
**STRATEGIC SITES**

Land off Crow Lane / Crow Arch Lane (Beaumont Park) – NFDC has signed the site off internally as being suitable for transfer and has been passed to NFDC's solicitor to arrange the freehold transfer. In relation to the application to remove conditions for the pedestrian/cycle link, an extension of time has been agreed until 2 February 2026 to allow for completion of the legal agreement, before a decision can be issued.

Land north of Hightown Road (21/10042) – no update.

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

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

Snails Lane (25/10114) – A technical document responding to NFDC Environmental Health Officer comments has been submitted by the developer.

**RESOLVED:** That the update on Strategic Sites be noted.

**P/6530**  
**RESERVES**

The Deputy Town Clerk explained the purpose of the item and asked that members review reserve levels and transfers proposed for the 2026/27 budget, which fall to the Committee (*Annex B*). Any proposed changes would be recommended to the Policy and Finance Committee to feed into the budget setting timetable.

Infrastructure and Open Spaces Fund – This fund is needed to provide for repairs or replacement of infrastructure, for example, benches and hedging in Gateway Square, which will be a considerable cost. It was proposed and agreed that some or all of the income generated from markets (circa £4,000 in 2025/26) be transferred into this earmarked reserve in future. The proposed transfer of £3,000 to this fund was agreed.

Neighbourhood Plan – The strategy states RNP will be reviewed and updated in response to the revised Local Plans in 2027/28 and consultants may be needed to assist with this. There is unlikely to be any grant funding for this work and it was agreed to keep this earmarked reserve at its current level.

**RESOLVED:** 1) That the Reserves Policy be noted; and  
2) That the proposals in the revised schedule of reserves be recommended to the Policy and Finance Committee; and  
3) That Policy & Finance Committee consider the transfer of some or all income from markets into the Infrastructure and Open Spaces Fund.

<b>ACTION</b>	<b>C Bennett / M Gordon</b>
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**P/6531**

**TREE PRESERVATION ORDER (TPO) – LAND OF 24 HURST ROAD**

It was noted that the Beech tree sits on NFDC land, provides visual amenity in the area and obstructs overhead cables. The tree will need sensitive tree management by NFDC in future.

**RESOLVED:** 1) That making of the TPO (*Annex C*) be noted and supported in principle; and  
2) That NFDC be asked to confirm the rationale leading to the making of the TPO.

<b>ACTION</b>	<b>J Hurd</b>
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**P/6532**

**PROJECTS (current and proposed)**

**Thriving Market Place** – Working Party meeting is to be held on 28 January, when NFDC consultants will present work to date for the whole scheme. All councillors will be invited to a briefing at the end of February. Funding is unlikely to be considered by NFDC Cabinet before May 2026.

**Speed Indicator Devices** – This project has been added to the project plan.

**NFDC Litter Bag Dispenser Project** – It was suggested that NFDC's Project Co-ordinator be invited to share their findings on the effectiveness of this scheme (*2 February 2024 – P/6252 refers*).

**Taxi Shelter** – A potential sponsor had withdrawn their offer. The Deputy Town Clerk indicated an item may be brought forward to pay for the repairs from CIL funds.

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

<b>ACTION</b>	<b>Jo Hurd</b>
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**P/6533**

**NFDC/NFNPA PLANNING COMMITTEE**

It was noted that NFDC's Planning Committee will meet on 14<sup>th</sup> January and a Ringwood application 25/10679 102 Northfield Road appears on the agenda. The application is not fully compliant with RNP Policy 10. Cllr Day will be registered to speak.

NFNPA's Planning Committee will meet on 20<sup>th</sup> January. The agenda had not been published.

It was noted that strong weight was given to the Ringwood Neighbourhood Plan in a recent Appeal Decision for 24/10536 - 79 Eastfield Lane, in particular Policy R7 relating to character and local distinctiveness. The appeal was dismissed, and the decision could now be used as precedent.

**P/6534**  
**COMMUNICATIONS**

Nothing was raised under this item.

There being no further business, the Chairman closed the meeting at 11:07am.

RECEIVED  
28<sup>th</sup> January 2026

APPROVED  
6<sup>th</sup> February 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 9th January 2026  
**Ringwood Town Council - Planning Observations - NFDC**

Number	Site Address	Proposal	Observation	Comments
25/11051	Lake House, 23 Christchurch Road, Ringwood. BH24 1DG	Removal of collapsed outbuilding and boundary wall; replacement boundary fence (Application for Listed Building Consent)	Permission (1)	
25/11063	110 Hightown Road, Ringwood. BH24 1NP	Two storey side extension	Permission (1)	
25/11064	1 Highfield Road, Ringwood. BH24 1RF	Demolition of existing conservatory; Erection of single-storey rear extension; addition of 2 front dormers and 1 rear dormer; fenestration alterations and open front porch.	Refusal (2)	The Committee had no issues with the proposal in principle, however would like to be satisfied that three parking spaces will be provided in accordance with parking standards and requested that an appropriate condition be imposed. The north facing bathroom window should be obscured glass. In addition, it is understood that the property is being used as an Airbnb and the Committee were concerned that the planning requirements are designated correctly. Should all concerns be met then the observation would be P(1) 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
25/11074	Arima, Hightown Road, Hightown, Ringwood. BH24 3DY	New pitched roof to existing garage with rear overhang.	Officer Decision (5)	The Committee viewed the description of the proposal as incorrect and did not believe that this building is used as a garage. There are no internal layout plans and they were unable to make a decision with regard to the application.
25/11086	48 Clough's Road, Ringwood. BH24 1UX	Dormer window to facilitate loft conversion. Rooflight.	Refusal (2)	The proposal was out of keeping and detrimental to the character of the street scene. It was also contrary to RNP Policy R7 The Ringwood Design Code and the Local Distinctiveness SPD for Character Area 7, which states, 'there are a number of buildings and groups of buildings where clarity of form is intrinsic to their heritage value. Interfering with roofscapes especially will deplete their contribution to the character of the town'.
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)	Permission (1)	
25/11161	22A Christchurch Road, Ringwood. BH24 1DN	Repair and repaint exterior walls, windows & front door; roof tile & slate repairs; repair chimney brickwork and flaunching; interior floor repairs; repaint internal windows (Application for Listed Building Consent)	Officer Decision (5)	

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
CONS/25/0706	16 College Road, Ringwood, BH24 1NX	Lawson Cypress x 1 Fell Holly x 1 Reduce	Refusal (4)	The Committee was content to recommend permission (P1) for reduction of the Holly tree, however recommended refusal (R4) of the application relating to the Lawson Cypress, as it did not consider there was sufficient justification to fell it.

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
25/01377T PO	Doggetts Wood, Cowplain Lane, Ringwood, BH24 3JX	Prune 1 x Beech tree (T2 on the plan) Fell 2 x Red Oak trees (T3 and T4 on the plan) (All trees are part of W1 of TPO: 1216)	5.12.25 – OD(5) Officer decision.
CONS/25/0 687	24 College Road, Ringwood, BH24 1NX	Cordyline x 1 Fell	11.12.25 Officer decision.
CONS/25/0 693	13 Woodstock Lane, Ringwood, BH24 1DT	Cherry x 1 Reduce	11.12.25 P(1) Recommend permission, but would accept the Tree Officer's decision.

**Planning, Town & Environment Committee**  
**Reserves 2026/2027**

**1. Introduction and reason for report**

- 1.1. To present the Council's Reserves Policy to this Committee so that Members can consider the earmarked reserves relating to the projects, assets, and services within this Committee's remit, and to provide any comments or recommendations to the Policy & Finance Committee.

**2. Background**

- 2.1. The Reserves Policy sets out the principles by which Ringwood Town Council establishes, manages, reviews, and applies its financial reserves. It provides the framework for ensuring that reserves are held at appropriate levels, used transparently, and aligned to the Council's financial risks, assets, and delivery plans.
- 2.2. In accordance with the policy, the document should be consulted during budget development, when assessing financial risks, and when decisions are taken that may impact reserves.

**3. Current context**

- 3.1. The Council is currently finalising its budget for the forthcoming financial year, and this Committee has already reviewed its proposed revenue and capital budgets. During the budget-setting process, questions have been raised as to whether earmarked reserves remain appropriate in level, purpose, and alignment with current and planned activity.
- 3.2. Rather than deferring this discussion solely to the Policy & Finance Committee, officers have considered whether it would be helpful for this Committee - given its detailed knowledge of the relevant services, assets, and projects - to review the reserves within its remit and provide informed comments or recommendations.
- 3.3. This approach is intended to support effective financial planning and to inform the subsequent consideration of reserves by the Policy & Finance Committee as part of the budget and precept-setting process.

**4. Matters for Consideration**

Members are asked to consider:

- 4.1. Whether the earmarked reserves relating to this Committee's services and projects remain appropriate in light of current delivery and future plans.
- 4.2. Whether there are any pressures, risks, or anticipated changes that should be reflected in the treatment or level of those reserves.
- 4.3. Whether the Committee wishes to make any recommendations to the Policy & Finance Committee ahead of final budget and precept decisions.

**5. Recommendations:**

That the Committee:

1. Notes the Reserves Policy; and

2. Considers the earmarked reserves within its remit and provides any comments or recommendations to the Policy & Finance Committee as part of the budget-setting process.

For further information, contact:

Charmaine Bennett, Town Clerk  
Direct Dial: 01425 484720  
Email: [charmaine.bennett@ringwood.gov.uk](mailto:charmaine.bennett@ringwood.gov.uk)

**Schedule of reserves – Planning, Town & Environment Committee**

**B**

<b>Title</b>	<b>Proposed annual contribution</b>	<b>Balance 1/4/25 (current expected balance at end of this year)</b>	<b>Purpose(s)/Function(s)</b>	<b>Management</b>
Infrastructure & Open Spaces Fund	£3,000	£15,370 (£18,370)	To meet the costs of: <ul style="list-style-type: none"> <li>replacement of or major repairs to infrastructure (benches, bus-shelters, boardwalks, notice-boards, etc.); or</li> <li>major tree works or other environmental works or enhancements not covered by annual budgets.</li> </ul>	We will transfer £3,000 unless and until the fund total reaches £24,000 at which point contributions will be reconsidered and possibly suspended until funds are applied.
Neighbourhood Plan		£3,383 (£3,383)	This fund was created to preserve an unspent balance on the revenue account, for which the planned spend will occur in subsequent years.	Officers will bring forward proposals for use of these funds when preparing to review and update the NP (planned for 2027-28).
<b>Capital reserves</b>				
Developer Contributions (s106)		£13,805 (£12,960)	Contributions received towards the cost of facilities and infrastructure pursuant to planning obligations entered into under section 106 Town & County Planning Act 1990. A further contribution of £10,000 was received in 2023/24 in respect of Crow Stream flood prevention.	Spend is currently approximately £1,000 per annum on the annual clearance of Crow Stream.
Community Infrastructure Levy		£35,158 (TBC at year end – see monthly update reports to P&F Cttee)	The Town Council's share of CIL receipts collected by NFDC and remitted half-yearly.	Officers will bring forward proposals for use of these funds for decision by the Council (or a committee under relevant delegated powers).

**Planning**

Strategic Director for Place, Operations  
and Sustainability: James Carpenter

Ringwood Town Council  
Ringwood Gateway  
The Furlong  
Ringwood  
Hampshire  
BH24 1AT

Your Ref: TPO/0022/25

Our Ref:

23 December 2025

Dear Town Clerk

**IMPORTANT – THIS COMMUNICATION MAY AFFECT YOUR PROPERTY**

**TREE PRESERVATION ORDER No: TPO/0022/25**

**SITE: Land of 24 Hurst Road, Ringwood,**

I am writing as this is a formal Notice to let you know that on 23 December 2025 the Authority made the above Tree Preservation Order (TPO). A copy of the TPO can be viewed via the following link:

<https://forms.newforest.gov.uk/ufsac/ufsmain?formid=TPOS&CASEREF=TPO/0022/25>

It will continue on this basis for six months or until the TPO is confirmed by the Authority, whichever is the sooner. In simple terms it prohibits anyone from cutting down, topping, or lopping any of the trees described in the Schedule and shown on the Map without the Authority's prior consent.

The Authority has made this Tree Preservation Order because it is considered that premature removal or extensive pruning of the tree(s) would result in the loss of an amenity to the local environment.

We will consider whether the TPO should be confirmed, that is to say, whether it should take effect formally, but before a decision is made you may make comments about any of the trees, groups of trees or woodlands covered by the TPO.

If you would like to make any comments please make sure we receive them in writing by 20 January 2026. Your comments must comply with Regulation 6 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012, a copy of which is enclosed. All valid comments are carefully considered before a decision to confirm the TPO is made. A valid comment is likely to relate to the public visual amenity of the trees concerned, damage to buildings as a result of the retention of the trees and health and safety concerns along with any unreasonable overbearing impact the trees may pose.

Cont./...

Any comments received will be available to view on the public file held at Appletree Court, Beaulieu Road, Lyndhurst SO43 7PA and will also be published on our website. You should therefore only include information that you are happy to be seen by the public. When publishing information on our website we will make every effort to ensure that personal telephone numbers, email addresses and signatures are not shown. Please note that owing to the high volume of correspondence received we cannot acknowledge or respond directly to your comments. We will however write to you again to confirm the decision taken.

I hope this letter explains why we have contacted you and we will therefore write to you again when a decision has been made.

Yours sincerely

*Mark Wyatt*

Mark Wyatt  
Service Manager Development Management

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## **REGULATION 6 OF THE TOWN AND COUNTRY PLANNING (TREE PRESERVATION)(ENGLAND)REGULATIONS 2012**

### Objections and representations

6.—(1) Subject to paragraph (2), objections and representations—

(a) shall be made in writing and—

(i) delivered to the authority not later than the date specified by them under regulation 5(2)(c); or

(ii) sent to the authority in a properly addressed and pre-paid letter posted at such time that, in the ordinary course of post, it would be delivered to them not later than that date;

(b) shall specify the particular trees, groups of trees or woodlands (as the case may be) in respect of which such objections and representations are made; and

(c) in the case of an objection, shall state the reasons for the objection.

(2) The authority may treat as duly made objections and representations which do not comply with the requirements of paragraph (1) if, in the particular case, they are satisfied that compliance with those requirements could not reasonably have been expected.

**HUMAN RIGHTS ACT 2000**

I have been asked to exercise the power delegated to me by the Authority to make the following Tree Preservation Order:

TPO/0022/25 Land of 24 Hurst Road, Ringwood,

Having considered the Tree Officer's reasons for making the TPO, I make the above TPO.

In coming to this decision, I have carefully considered Article 8 and Article 1 of the First Protocol of the Human Rights Act 1998.

Whilst I recognise that the decision to make the TPO may interfere with the 2 aforementioned rights, I believe it is necessary to do so in the public interest (so that others can enjoy the considerable amenity value and benefits afforded by the tree(s) and likewise necessary for the protection of the rights and freedoms of others (i.e. the inhabitants of the area) to enjoy the tree(s) in their present settings. I also consider such action to be proportionate to the overall aim.

Signed: *James Carpenter*

James Carpenter  
Strategic Director for Place, Operations and Sustainability

Date: 23rd December 2025

**TOWN AND COUNTRY PLANNING ACT 1990  
TREE PRESERVATION ORDER TPO/0022/25  
Land of 24 Hurst Road, Ringwood,**

The New Forest District Council, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

Anyone wishing to undertake works to trees protected by TPO should apply in writing to the Authority clearly identifying the tree(s) and the work intended. A decision will usually be issued within six weeks. Application forms are obtainable from the Authority's website.

**Citation**

1. This Order may be cited as the TPO/0022/25 - Land of 24 Hurst Road, Ringwood,.

**Interpretation**

2. (1) In this Order "the authority" means the New Forest District Council.

(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

**Effect**

3. (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.

(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall -

- (a) Cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
- (b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,

any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

**Application to trees to be planted pursuant to a condition**

4. In relation to any tree identified in the first column of the Schedule by the letter "C", being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 23rd day of December 2025

Signed on behalf of New Forest District Council

*Mark Wyatt*

Authorised by the Authority to sign in that behalf

**SCHEDULE****SPECIFICATION OF TREES**  
**TPO/0022/25**

**Trees specified individually**  
(encircled in black on the Plan attached to this order)

Reference on map	Description	Situation
T1	Beech	Within the front garden of 24 Hurst Road, Ringwood as shown on plan.



## Tree Preservation Order Plan

Town and Country Planning Act 1990

TPO Number: TPO/0022/25

Scale: 1:1250

Date Printed: 17/12/25

### Key

-  Individual trees covered by TPO
-  Area of trees covered by TPO
-  Groups covered by TPO
-  Woodland of trees covered by TPO



**New Forest**  
DISTRICT COUNCIL

Tel: 023 8028 5000  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

## Current Projects Update

D

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
No live projects						
<b>Planning Town &amp; Environment Committee</b>						
PTE3	Crow Stream Maintenance	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.	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	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 February 2026. Hoping to deliver artwork and information boards in advance of main project, to tie in with 800th anniversary of market charter celebrations.	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.	Deputy Town Clerk	HCC funded survey work. £10,000 grant from UKSPF (via NFDC). NFDC Cabinet agreed on 02/10/2024 to allocate a share of £4.5 million CIL funds to the scheme.
Greening Ringwood		In progress	Phase 2 completed - report to be presented to PT&E on 05/12/2025. Climate Adaptation project being considered.	Greening Campaign Phase 2 focussed on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed.		£50 signing up fee funded from General Reserve.
Bus Shelters		In progress	Action Plan prepared and in use. HCC launched Parish Council Bus Shelter Grant in October 2025. Bid submitted to NFDC for CIL funds to provide a new larger bus shelter in Gorley Road - outcome expected by end of 2025. No sponsor yet for repair of Taxi Shelter.	Review of Council owned bus shelters.		£1081 allocated from RTC CIL funds.
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
Crow Lane Footpath		In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022. HCC working on design, with expected delivery in spring 2026.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
Memorial Bench for Michael Lingam-Willgoss		In progress	Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed.	Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss.	Ringwood Carnival / Ringwood Rotary	No financial implications.
Review of Speed Limits and Road Safety Measures in 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. Bid submitted to NFDC for CIL funds to purchase Speed Indicator Devices.	Request from resident to support addressing speed issues and road safety on B3347 at Kingston.	Hampshire CC	No financial implications.
<b>Policy &amp; Finance Committee</b>						
PF5	Poulner Lakes Lease	On hold		Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
<b>Recreation, Leisure &amp; Open Spaces Committee</b>						
RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021.)	The planning application has been submitted and registered. An additional plan has been requested and sent but otherwise we are still waiting to hear the outcome of the decision.	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)
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	Future needs are being assessed.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.

RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	NFDC has developed a concept design of an improved access on the basis that RTC will fund essential maintenance/improvements to the vehicular access element and NFDC will fund the rest. The documents required to resolve the boundary discrepancies are with the solicitors for completion. They have been chased and also in the process of arranging a meeting with NFDC about this and other recreation mitigation projects in the town.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS26	Carvers Development Phase 1	Commenced Sept. 2024	Met with Playdale following Play Inspection Report. Installation of a drinking water fountain is progressing, waiting final quote from local supplier. Accepted quote for supply and installation of wildflower turf and pollinator planting as well as 6 new trees and guards and moving the 2 broken elms. Related, but slightly out of scope is that the tenants of the buildings backing onto Carvers from the industrial estate have agreed to remove the graffiti from the wall which overlooks the recreation ground, at their cost.	Replacing two tennis courts with a multi-use games area, creating a timber log walk with benches and boulders and pollinator planting.	Town Clerk	£73,000 for the main elements. Supported by a £68,072 grant (plus a 10% contribution and up to £10K additional funding from RTC's CIL reserve)
RLOS30	Cemetery Development	In progress	Cemetery Review Working party met for site visit June 2025. Tree mapping currently being undertaken. Working party date in October	To develop the Council's cemetery facilities, reviewing options for new memorial opportunities, dedicated areas for interment and scattering of cremated remains, and a garden of remembrance.	Town Clerk	To be confirmed

#### Staffing Committee

None

D

## Proposed/Emerging Projects Update

D

No.	Name	Description	Lead	Recent developments	Progress / Status	Stage reached	Estimated cost	Funding sources	
<b>Full Council</b>									
	None								
<b>Planning Town &amp; Environment Committee</b>									
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways for storage of materials during works to widen the A31.	Floated as possible future project				
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square, as well as at entrances to the town.	Cllr Day		Floated as possible future project				
	Flood Relief	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane. Input to Action Plan for Avon Catchment Management Plan.					Developers contributions / CIL		
<b>Policy &amp; Finance Committee</b>									
	None								
<b>Recreation, Leisure &amp; Open Spaces Committee</b>									
	Silver Jubilee Garden benches replacement	Replacing all benches at the Silver Jubilee Garden with more attractive (but floodwater-resistant models)	None	Routine maintenance of existing benches	Need identified. Awaiting funding.	Unknown	To be decided		
	Silver Jubilee Garden bridge repainting	Re-painting the footbridge leading to the Garden.	The new and existing providers have been sharing information to support the transition. The changeover is scheduled for the week commencing 29 September. Work has already been completed to streamline the shared drive, reducing the number of top-level files from 130 to 8. The new provider has met online with all staff using laptops to assess their condition. All but one device requires replacement, as anticipated, and the remaining laptop may also need replacing due to other damage. A quote for this has been prepared.	Clarification of responsibility requested from HCC	Need identified and quote obtained but legal responsibility remains to be clarified.	c. £5,000	To be decided		

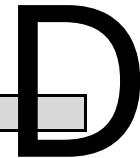
War Memorial Garden benches replacement	Replacing the wooden benches with commemorative steel models of the same kind as those recently installed	Town Clerk	None	Need identified. Awaiting funding.	c. £4,000	To be decided
Bickerley tree-planting	Planting a row of trees alongside the through path	None	None	Need identified. Awaiting funding.	Unknown	To be decided

**Staffing Committee**

None

D

## Closed Projects Report



No.	Name	Description	Outcome	Notes
<b>Full Council</b>				
FC1	Long Lane Football Facilities Development	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	New builds completed in September 2024	
FC2	Strategic Plan	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Completed in October 2022	
<b>Planning, Town &amp; Environment Committee</b>				
PTE4	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
	Climate Emergency	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Completed March 2023	
PTE5	A31 widening scheme	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Scheme completed by National Highways and road re-opened in November 2022.	
	SWW Water Main Diversion (associated with A31 widening scheme)	Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley.	Scheme completed by SWW in 2022.	
	Surfacing of Castleman Trailway	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing.	Surfacing works completed by HCC early April 2022.	
	Bus Shelter Agreement	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct.	Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023.	
	Human Sundial	Work to refurbish human sundial and install surrounding benches complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be considered as part of Thriving Maret Place project.	Completed.	
PTE2	Neighbourhood Plan	The Ringwood Neighbourhood Plan was adopted (made) by NFDC and NFNPA in July 2024 (83% of residents voted "yes" in the Referendum on 04/07/2024) and is now part of the Development Plan for both authorities and must be taken into consideration in the determination of planning applications.	Completed, but will be monitored and reviewed.	
PTE1	Railway Corner	Ringwood Society project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Completed 2024.	
<b>Policy &amp; Finance Committee</b>				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF6	Health & Safety Management Support Re-procurement	Re-procuring specialist advice and support for discharge of health and safety duties	Completed in February 2023	
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
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
PF11	92 Southampton Road	Reviewing the letting of this council-owned house	Refurbishment and relet completed in July 2025
PF12	Base budget review	A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings.	Completed in January 2025
PF13	Office IT overhaul	New hardware and IT support provider	Completed Sept 2025

#### 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
RLOS14	Poulner Lakes waste licence	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Completed July 2025	
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS17	Crow Arch Lane Allotments Site	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Completed in November 2023	
RLOS18	Cemetery Records Upgrade	Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility.	Completed in 2021	Cost £5,467. Further upgrades are needed to digitize the records fully
RLOS19	Carvers Masterplan	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Completed in 2024 but subject to implementation and review	Completed within the £6,000 budget.
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
RLOS22	Bickerley parking problem	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Closed off in September 2023	Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem.
RLOS23	North Poulner Play Area skate ramp request	A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it	The official opening of the new facility was held on 29 May 2025.	
RLOS24	Poulner Lakes circular path	HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use	Completed in May 2024	RTC is now responsible for maintenance
RLOS25	Open Spaces Management Review	A strategic priority project to review the council's management of all its public open and green spaces	Completed in June 2025	RTC now has plans for all major sites
RLOS27	Carvers Clubhouse Solar Panels	Installing photo-voltaic panels on the Clubhouse roof to achieve a long-term saving in energy costs.	Completed in May 2025	Energy savings being recorded
RLOS28	Skate Park Picnic Tables	Replacing the two large picnic tables beside the skate park at Carvers which are beyond further repair	Completed in Spring 2025	Third picnic table added near tennis courts. Part funded by Ringwood Carnival.
RLOS29	North Poulner Play Area Gate	Installation of a third pedestrian gate	Completed in July 2025	Funded by grant from County Cllr

RLOSS Cemetery development

A proposed columbarium/memorial wall

Cancelled in Jan 2024

Following a review of the cemetery base budget, the columbarium proposal was withdrawn. A renewed project is now in place, focusing on the best use of the remaining space, enhanced provision for cremated remains, and improved opportunities for memorialisation.

**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