

MINUTES OF THE MEETING OF RINGWOOD TOWN COUNCIL

Held on Wednesday 27th February 2019 at 7.00pm at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Tony Ring, Town Mayor
Cllr Philip Day, Deputy Mayor
Cllr Andrew Briers
Cllr Hilary Edge
Cllr Christine Ford
Cllr Jeremy Heron
Cllr Darren Loose
Cllr Gloria O'Reilly (*from 7.06pm*)
Cllr Steve Rippon-Swaine
Cllr Michael Thierry
Cllr Christopher Treleaven
Cllr Tim Ward
Cllr Angela Wiseman

IN ATTENDANCE: Mr Chris Wilkins, Town Clerk
Mrs Jo Hurd, Deputy Town Clerk

Councillors paid tribute to Anne Murphy, who passed away on Friday 15th February, and held a minute's silence in her memory. She had been a councillor since May 2015, serving on three committees and five outside bodies, and had also represented tenants at NFDC. She was described as selfless and very much a people person, always cheerful and taking an interest in everything the Council did, and in her fellow councillors and Council staff. She would be much missed. Her funeral would be held at Bournemouth Crematorium at 10.30am on Monday 4th March.

Cllr O'Reilly joined the meeting at 7.06pm during the tributes.

C/6259 APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Tom Weetman, Student Advisor. All Members were present.

C/6260 DECLARATIONS OF INTEREST

Cllr Heron declared a non-pecuniary interest in agenda item 6 – NFDC Local Plan Examination, as a Member for New Forest District Council.

C/6261 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 30th January 2019, having been circulated, be approved and signed as a correct record.

C/6262 PLANNING, TOWN & ENVIRONMENT COMMITTEE



Cllr Treleaven presented the minutes of the Planning, Town & Environment Committee meeting held on 1st February 2019.

RESOLVED: That the minutes of the Planning, Town & Environment Committee meeting held on 1st February 2019 be received.

**C/6263
RECREATION, LEISURE AND OPEN SPACES COMMITTEE**

Cllr Briers presented the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 6th February 2019.

RESOLVED: That the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 6th February 2019 be received.

**C/6264
POLICY & FINANCE COMMITTEE**

Cllr Heron presented the minutes of the Policy & Finance Committee meeting held on 20th February 2019.

RESOLVED: That the minutes of the Policy & Finance Committee meeting held on 20th February 2019 be received.

**C/6265
NEW FOREST DISTRICT COUNCIL LOCAL PLAN EXAMINATION**

Members considered whether there was any requirement for a further written submission and/or participation in the Local Plan Examination, as detailed in *Annex A*.

It was questioned whether there would be any benefit in a representative of the Town Council attending one of the Hearing sessions, as comments had already been submitted during the public consultation period, and these would be considered by the Inspectors. Cllr Heron was of a view that the Examination was a technical process and the Town Council was not qualified to rebut evidence submitted by, for example, the highway or water authority. However, Cllr Day suggested that the Council should have the opportunity to be heard, and in particular to comment on any of the documents that had been submitted in response to the Inspectors' questions. If questions raised by the Council had been adequately addressed, there may be no need to attend, but by registering it would keep the option open. It was noted that a councillor or officer could be appointed to attend, but that this did not need to be determined until nearer the time.

RESOLVED: That the Town Council register to attend and speak at the Local Plan Examination on Matter 11c – Strategic Site Allocations: Avon Valley and Downlands, and specifically on 15th July 2019, when the two Ringwood sites (13 – land at Moortown Lane, and 14 – land to the North of Hightown Road) would be considered.

ACTION J Hurd

**C/6266
TOWN ASSEMBLY**

Members considered changing the date of the Annual Town Assembly, as the scheduled date falls within the pre-election purdah period (*Annex B*).

Members felt it important that reports and accounts presented should cover the full year, and therefore discounted the option of 20th March. As there was already a scheduled meeting on 15th May, and the Annual Assembly did not usually take more than half an hour, it was agreed that it would be most sensible to hold it earlier in the evening of 15th May, prior to the Annual Council Meeting.

Cllr Heron left the room at 7.58pm.

RESOLVED: That the Annual Town Assembly be held on Wednesday 15th May 2019, prior to the Annual Council Meeting.

ACTION C Wilkins / N Vodden

C/6267

STAFFING COMMITTEE MEMBERSHIP

Following the recent passing of Cllr Anne Murphy, Members considered filling the vacancy on the Staffing Committee (*Annex C*).

Cllr Heron returned to the meeting at 8.01pm.

RESOLVED: That Cllr Rippon-Swaine be appointed to the Staffing Committee.

ACTION C Wilkins

C/6268

COMMUNICATIONS TO BE RECEIVED

The Town Mayor reported the following:

- 1) No event would be held for Armed Forces Day, but there would be Church Services arranged during the weekend of 29th and 30th June 2019.
- 2) The next meeting of the Ringwood Community Network would take place at 6.30pm on Tuesday 5th March at Greyfriars. Members were encouraged to attend.
- 3) He had attended meetings with Ringwood School, primarily to discuss the parking issues around the school. He reported that the School had ambitious plans for a 3G pitch, and he hoped they would also be involved with future plans for Carvers.
- 4) He was currently dealing with the issue of littering and noted that Ringwood Society would be organising a Spring Clean and members of the public would be meeting officers from NFDC to discuss this further. It was acknowledged that the NFDC Street Cleaner does a superb job, but that the task was overwhelming.
- 5) He had attending a meeting with Highways England and noted that the improvement scheme, due to commence in March 2021 was currently programmed for 78 weeks, with a contraflow for 26-30 weeks and some overnight complete closures.

C/6269

REPORTS FROM TOWN COUNCILLORS AND STUDENT ADVISORS

Cllr Day reported that the Events Team would be meeting to consider responses from traders regarding this year's Christmas event, the outcome of which would be reported to Recreation, Leisure and Open Spaces Committee. He had attended a meeting of Ringwood Society,

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members of which had some further ideas for improvements in the town centre. He had also attended the Carnival AGM and praised the Carnival Committee who work tirelessly on the event. They currently had an excess of reserves that they were keen to utilise to benefit Ringwood and he said there was scope for them to work together with the Council and other groups to bring forward some of the ideas that were currently being discussed.

Cllr O'Reilly reported that Timebanking UK had failed to raise sufficient funds to set up in Ringwood. She also commented on the ease of reporting defects on pavements to HCC online at <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems>.

Cllr Edge reported on a perceived rise in crime in the Southampton Road area, the lack of Police on the street and the time taken to report crime by telephoning 101. She was encouraged to keep a record of her concerns so that these could be shared with the local Sergeant when she next attended a Council meeting.

Cllr Treleaven had also attend the meeting with Highways England and reported that the successful bid of £380,000 was to be spent on accessibility improvements only, as outlined in the bid, and could not be used for enhancements to the public realm. He had some concerns about how the District Council handled planning enforcement in the town centre Conservation Area, particularly about inconsistencies when dealing with similar issues. Some specific examples were raised and Cllr Heron agreed to follow these up with NFDC

Cllr Loose reported that, in contrast with Cllr Edge's view, he had seen an increase in Police presence in the town centre.

Cllr Ward reminded Members about the Pancake Race at Carvers on Tuesday 5th March, beginning at 3pm, and about the relaunch of the Charter Market, which would take place on 24th April.

Cllr Wiseman reported that Solent Coaches continued to park their vehicles on Crow Crossroads, obstructing sight lines and blocking a fire hydrant, and asked that this be reported to the relevant authority.

**C/6270
REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

District Councillor Rippon-Swaine reported that he had seen three new enforcement cases opened in Ringwood South in the last week.

District Councillor Heron reported that NFDC had appointed a new Head of Planning and suggested she could be invited to a future meeting to discuss the issue of Enforcement. Cabinet on 6th March would consider the Waste Strategy and Air Quality Plan.

**C/6271
FORTHCOMING MEETINGS**

Planning, Town & Environment	10.00am	Friday 1 st March 2019
Recreation, Leisure & Open Spaces	7.00pm	Wednesday 6 th February 2019
Policy & Finance	7.00pm	Wednesday 20 th March 2019
Full Council	7.00pm	Wednesday 27 th March 2019

There being no further business, the Town Mayor closed the meeting at 9.04pm.

APPROVED
27th March 2019

TOWN MAYOR

FULL COUNCIL – 27 FEBRUARY 2019**NEW FOREST DISTRICT COUNCIL LOCAL PLAN EXAMINATION**

1. The Secretary of State has now appointed Planning Inspectors to conduct an Examination into the soundness and legal compliance of the New Forest District (outside the National Park) Local Plan 2016-2036 Part 1: Planning Strategy.
2. Full details of the Examination, including all relevant documents referred to below, can be found on the District Council's website:
<http://www.newforest.gov.uk/article/18663/Local-Plan-Examination>
3. The Town Council responded to consultation on the Local Plan submission document in August 2018 (*response attached as Appendix A*). As a representor, there are now three options available to the Town Council, as outlined by the Programme Officer below:
 - i) If you are content to rely on your original representations and do not intend to provide any further written comments or participate in the hearing discussions there is no need for you to do anything further. The Inspectors will take your submitted comments into consideration when preparing their report in so far as they relate to soundness and legal compliance considerations.
 - ii) If having considered the Inspectors' [Matters, Issues and Questions](#) you feel you would like to make further written comments but do not wish to participate in the hearing sessions, you may do so. Instructions on the form and submission of written statements can be found in the [Guidance Note](#). The submission of further written statements must specifically focus upon the relevant Matters and Questions the Inspectors have identified in accordance with your representations. Unless specifically requested, the Inspectors will not now accept further material beyond their intended Matters for discussion or in relation to elements of the Plan that you have not commented upon previously. The deadline for submission of written statements is 5pm on Wednesday 13th March 2019.
 - iii) Should you wish to participate within a specific hearing session please let me know by 5pm on Friday 1st March 2019. After which time the participants list and [Programme](#) will be finalised ahead of the hearings. Representors requesting to speak during the hearing sessions are also welcome to supply additional written statements should they wish to in accordance with the guidance and deadlines.
4. The majority of the Town Council's comments relate to Matter 11c – Strategic site allocations: Avon Valley and Downlands, for which there will be a Hearing session all day on Monday 15 July 2019 for Strategic Sites 13 (land at Moortown Lane) and 14 (land to the North of Hightown Road). The issues and questions to be addressed for this Matter are *attached as Appendix B*.
5. Members are requested to consider whether there is any requirement for a further written submission and/or participation in the Hearing session on 15 July 2019, bearing in mind the limiting factors as outlined in paragraph 3 (ii) above.
6. It should be noted that an item has been included on the agenda for the Planning, Town & Environment Committee meeting to be held on 1 March 2019, in the event that Council decides to defer the matter to that Committee for final consideration.

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For further information, please contact:

Jo Hurd, Deputy Town Clerk

jo.hurd@ringwood.gov.uk

01425 484721

**New Forest District (outside the National Park) Local Plan 2016-2036 Part 1:
Planning Strategy – Ringwood Town Council response to consultation on
submission document – August 2018**

EXTRACT FROM REPRESENTATION FORM

3. To which part of the Local Plan does this representation relate?

Paragraph

Policy

Policies Map

4. Do you consider the Local Plan is: *(Please tick as appropriate)*

4. (1) Legally compliant

Yes

No

4. (2) Sound

Yes

No

4. (3) Complies with the Duty to Cooperate

Yes

No

5. Please provide details of why you consider the Local Plan is not legally compliant or is unsound or fails to comply with the Duty to Cooperate. Please be as precise as possible. If you wish to support the legal compliance or soundness of the Local Plan or its compliance with the Duty to Cooperate, please also use this box to set out your comments.

Ringwood Town Council welcomes the new Policy 16: housing type, size and choice, which puts a much greater emphasis on the provision of smaller 1 and 2 bedroom homes, affordable rental homes and affordable home ownership.

The Town Council has long been concerned about the lack of affordable housing available in the town for local young people, and has made representations to the District Council to this effect.

The current mismatch between house prices and levels of earnings is having a detrimental impact on families and households, with young people having little choice but to move out of the town, as they can't afford the cost of housing. Some people commute to work in Ringwood and this has a knock on effect on traffic and parking. Longer term there could be an impact on the demographic profile of the town and its economy.

It is hoped that with the introduction of this new Policy, a greater number of affordable dwellings will be provided, enabling local residents to get onto the housing ladder, so that they can continue to live and work in the town.

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EXTRACT FROM COVERING LETTER

Appendix A

In response to consultation on the Local Plan submission document, the Town Council wishes to submit the comments below, in addition to completion of the official response form. Whilst these comments do not relate specifically to the soundness of the Plan, concerns have been raised locally, as follows:

- 1) It is recommended that SS14 (Land to the north of Hightown Road) should be developed before SS13 (Land at Moortown Lane), which is designated Green Belt land, but that neither site should be developed without the supporting road infrastructure being put in place first, in order to alleviate traffic congestion.
- 2) It is essential that the new junction from the A31 is created prior to development of SS14.
- 3) It is recommended that the maximum number of dwellings for each site should be defined.
- 4) Measures should be put in place to protect the Green Belt from further erosion and provision must be made for suitable alternative land to compensate for the potential loss of Open Space/sports facilities, resulting from the proposal to reserve the north-west corner of the plot to the south of Moortown Lane for a school.
- 5) It is recommended that the area allocated for employment development on SS14, adjacent to A31, be considered for housing.
- 6) The building line on the western boundary of SS13 should be moved to create a buffer of open space and provide a level of protection to existing properties on Christchurch Road, where there is significant risk of overlooking due to the proximity. This is unlike SS14 where the building line is a distance from existing dwellings on Eastfield Lane and shows new housing separated by an area of open space.
- 7) It is essential that confirmation is sought from Wessex Water that the sewage treatment works can be expanded (at Hampshire Hatches) to cope with the increased capacity required from the new development proposals, and that the pipework from the pumping station at Bickerley to the sewage treatment works will be upgraded. If the required improvements cannot be achieved, this would result in the Plan being unsound.
- 8) The proposed vehicle accesses to SS13 from Moortown Lane should be reviewed, taking into account proposed development of the recreation facilities to the south, which would require an additional entrance to the east of Long Lane.
- 9) Ringwood School has made representation to the Council that the school has no capacity to accommodate additional applicants arising from new housing development. It is expected that the School will respond to this consultation with supporting evidence of this position, and this is supported by the Town Council.

It is acknowledged that some of these comments might be more relevant to the separate consultation on the Strategic Sites Masterplanning SPD, to which the Council will be responding at a later date. However, Members have requested that these concerns be submitted for consideration at this time.

Matter 11c- Strategic site allocations: Avon Valley and Downlands

Issue-Whether the proposed strategic site allocations in the Avon Valley and Downlands area are justified, effective and consistent with national policy

Relevant Policies: Strategic sites 12-18

NB. In responding to the questions on site allocations the Council should identify and address specific key concerns raised in representations e.g. in terms of adverse impacts and delivery etc.

Taking each of the following proposed strategic site allocations individually:

- Strategic Site 12: Land to the south of Derritt Lane, Bransgore
- Strategic Site 13: Land at Moortown Lane, Ringwood
- Strategic Site 14: Land to the north of Hightown Road, Ringwood
- Strategic Site 15: Land at Snails Lane, Ringwood
- Strategic Site 16: Land to the north of Station Road, Ashford
- Strategic Site 17: Land at Whitsbury Road, Fordingbridge
- Strategic Site 18: Land at Burgate, Fordingbridge

- 11c.1 What is the background to the site allocation? How was it identified and which options were considered?
- 11c.2 What is the current planning status of the site in terms of planning applications, planning permissions and completions/construction?
- 11c.3 What is the basis for the scale and mix of uses proposed? Is this justified?
- 11c.4 What are the potential adverse impacts of developing the site and how could these be mitigated for example in terms of transport/traffic, nature conservation, landscape and countryside, heritage assets, flood risk and the impact on the National Park etc.? Would policy safeguards and proposed mitigation be sufficiently effective?
- 11c.5 What are the infrastructure requirements/costs and are there physical or other constraints to development including those from nearby land uses/proposed developments? How would these be addressed?
- 11c.6 What is the background to the specific policy requirements? Are they justified and consistent with national policy? Do they provide clear and effective guidance on constraints and suitable mitigation?
- 11c.7 Is the development proposed viable and deliverable within the plan period? What is the situation in relation to land ownership and developer interest?
- 11c.8 How is it intended to bring the site forward for development? What mechanisms will there be to ensure a comprehensive and co-ordinated approach to development, ensuring that infrastructure requirements are provided?
- 11c.9 What is the expected timescale and rate of development and is this realistic?

In addition for:

- Strategic Site 12: Land to the south of Derritt Lane, Bransgore
- Strategic Site 13: Land at Moortown Lane, Ringwood

11c.10 What are the conclusions of the Green Belt Study in relation to the contribution of the land in question to the purposes of the Green Belt and the potential to alter the Green Belt in this location?

11c.11 What would be the effect of developing the site on the purposes of the Green Belt?

11c.12 Are there exceptional circumstances to alter the Green Belt in this particular case? If so, what are they?

TOWN COUNCIL

27th February 2019

Annual Town Meeting

1. Introduction and reason why decision required

The date provisionally fixed for the Annual Town Public Meeting (aka Annual Assembly) falls within the pre-election “purdah” period. Officers recommend changing the date to avoid this.

2. Background information, options, impact assessment and risks

2.1 The Annual Assembly must be held between 1st March and 1st June¹. At the Policy & Finance Committee meeting in February it was tentatively agreed that it would take place on 27th March unless an alternative date was agreed by members.

2.2 It has now been determined that notice of the council election due on 2nd May will be issued on 22nd March, initiating the period during which restrictions on publicity issued by local authorities (commonly known as “purdah”) will apply. Care must be taken during that period to ensure that any publicity issued by the town council is not seen to be promoting any of the candidates or parties involved in the elections².

2.3 It is not necessarily unlawful to hold the Annual Assembly during the “purdah” period. However, the custom in Ringwood is that the Town Mayor and the chairman of each council committee present a report on the activities and achievements of that committee to the Annual Assembly. Indeed, the Annual Assembly has come to consist of little else. Adhering to this format would entail the Town Council in publicising these reports which could be seen as promoting the current councillors who present them or are named in them. Even if the format of the meeting were altered, the risk that it would be seen as an opportunity for current councillors (or other persons) to promote their candidature in the election would be difficult to manage, let alone preclude. For these reasons, it is generally considered inadvisable to hold the Annual Assembly in the “purdah” period.

2.4 Unfortunately, suitable dates for the meeting outside the “purdah” period are few. The most obvious options are:

<p>Wednesday 20th March (before P&F Cttee)</p>	<p>For: Current format can be followed (with minor adjustments). Current cllrs will still be in post. Coincides with another meeting.</p> <p>Against: Reports & accounts will not cover the full year and will need to be prepared earlier than usual (but need not be circulated beforehand).</p>
<p>Wednesday 15th May (before annual council)</p>	<p>For: Reports & accounts can be complete and prepared less hurriedly. Coincides with annual town council meeting as normal.</p> <p>Against: Some reports would be presented by persons no longer in office. Liable to result in a very long evening of meetings.</p>

¹ Local Government Act 1972, Sch. 12, para. 14(1)

² Local Government Act 1986 and Code of Recommended Practice on Local Authority Publicity

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Wednesday 22 nd or 29 th May (the latter falls in the school half- term holiday)	For: Ample time for the meeting itself and an opportunity to plan alternative or additional content. Against: Some reports would be presented by persons no longer in office. Involves members and officers in attending an additional evening meeting. No obvious themes for alternative or additional business suggest themselves at this time.
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3. Issue for decision and any recommendation

When to hold the Annual Assembly.

[RECOMMENDATION: Officers strongly recommend avoiding the “purdah” period (22nd March to 2nd May) and favour the 20th March unless members can suggest additional or alternative content for the meeting in which case the 29th May is feasible.]

For further information, contact:

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Jo Hurd, Deputy Town Clerk
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TOWN COUNCIL**27th February 2019****Staffing Committee membership****1. Introduction and reason why decision required**

The recent passing of Cllr Anne Murphy leaves this committee with only three members. Given that a number of staffing issues may need to be considered by members shortly it would be desirable to fill the vacancy without delay.

2. Background information, options, impact assessment and risks

2.1 The committee members are Councillors Treleaven, O'Reilly and Day. Although this is a standing committee, it meets only when required rather than according to a pre-determined schedule and at times to suit the membership.

2.2 Some experience of personnel management or employment law or procedures would be advantageous but not essential since the committee receives technical advice from officers and the Council's HR consultants, Ellis Whittam.

3. Issue for decision and any recommendation

***Whom to appoint to membership of the Staffing Committee.
[No recommendation.]***

For further information, contact:

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