

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

Held on Wednesday 4th December 2019 at 7.00pm at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Andy Briers (Chairman)
Cllr Darren Loose (Vice Chairman)
Cllr Philip Day
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Rae Frederick
Cllr Peter Kelleher
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Glenys Turner

IN ATTENDANCE: Chris Wilkins, Town Clerk
Nicola Vodden, Meetings Administrator
Rhys Port, Student Advisor
Ruth Port, Student Advisor
Cllr Jeremy Heron

ABSENT: Cllr John Haywood

OS/5928 PUBLIC PARTICIPATION

There were no members of the public present.

OS/5929 APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllr Haywood.

OS/5930 DECLARATIONS OF INTEREST

There were none.

OS/5931 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 6th November 2019, having been circulated, be approved and signed as a correct record.

OS/5932 EVENTS MANAGEMENT

Cllr Day reported on the Christmas Light-Up Event on Sunday 1st December, which had been met with nothing but thanks and praise on social media. He wished to convey thanks to the



Councillors and officers who had been involved with the new Christmas Lights procurement as it had provided a fabulous display.

The event worked well with great team work and the Events Team wished to pass on their thanks to the many people who got involved. A list of ‘thankyous’ is attached to the minutes at *Annex A*. Special thanks go to the Councillors and their families who were involved in setting up, lending displays, decorating, entertainment, litter picking and being present on the day. He thanked the team for their help and support and the people of Ringwood for attending the event.

The Event Co-Ordinator was commended on a fantastic job, particularly in getting so many stalls booked. The feedback from traders was very positive, with some wishing to book for next year.

Profit from the event was expected to be in the region of £1,400, which was a good result. A report and recommendations would be presented at the next meeting. This would include proposals for events for 2020.

Cllr Day indicated his intention to step back from being Chairman of the Events Team and invited members to get more involved or join the team.

Cllr Loose congratulated Cllr Day and the Events Team, adding that all comments he had received had been very positive.

RESOLVED: That the update in respect of events be noted.

**OS/5933
POCKET PARK BOARDWALK**

Members considered the Town Clerk’s report regarding replacement of the boardwalk at Pocket Park Boardwalk (*Annex B*). He added that should it be agreed to proceed this financial year, that materials should be ordered swiftly, as prices are likely to increase in January.

Members agreed that the project be progressed this year and the additional costings provided be funded from CIL receipts.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE: That CIL receipts be allocated to fund the additional cost of £3,112 for replacement of the boardwalk at Pocket Park

ACTION C Wilkins

**OS/5934
TREE PLANTING AT POULNER LAKES**

Members considered Cllr Deboos report (*Annex C*). He indicated that the Council was an organisation eligible for free tree packs from the Woodland Trust.

RACE (Ringwood Action for Climate Emergency) group was working with several land-owners and had also identified a suitable plot of Council land at Poulner Lakes. The proposal should come via the REAL (Ringwood Environmental Action Leadership) Working Party, however there had been a tight deadline for any application. He indicated that the next round of applications would be accepted in Spring, for delivery of tree packs in Autumn 2020.



The proposal was for a copse of native species to be planted, to create a corridor running north to south, to provide wildlife with a crossing and suntraps for residents to enjoy. The 420 trees provided by the Woodland Trust would be supplemented with larger saplings provided by RACE. Planting would be undertaken by RACE volunteers and it would also cover any subsequent costs.

The Committee agreed with the proposal. It was suggested that the Council could initiate the project by purchasing £400 worth of trees now and apply when possible for a free Woodland Trust tree pack. This would enable planting to take place now and in the next season. Members agreed that this be recommended to Policy and Finance Committee.

RESOLVED: 1) That the Council apply for a free Woodland Trust tree pack of 420 saplings
2) That the trees be planted as a copse at the Poulner Lakes site

RECOMMENDED TO POLICY AND FINANCE COMMITTEE: That trees be purchased at a cost of £400, from reserves.

ACTION C Wilkins / Cllr Deboos

**OS/5935
COMMITTEE BUDGET 2020/21**

Members were asked to give initial consideration to proposals for inclusion in the Committee's budget for 2020/21. The Town Clerk indicated that the details given in the report (*Annex D*) for the aerator, were for its refurbishment and not replacement. This was not accounted for in the 'vehicle and machinery replacement plan', as it is required sooner than anticipated, hence the budget bid for 2020/21. It was argued that the costs for this would not need to be drawn down from the general reserve, but instead the machinery reserve, as it is running higher than anticipated, due to the savings made procuring the tractor.

In respect of replacement bins and track for Poulner Lakes, the Town Clerk suggested bids be included, but indicated the costings were rough estimates and should the bids be pursued, further information would be brought before the Committee in due course.

In respect of the fees and charges, the cemetery fees agreed in January 2019 had been circulated with the agenda papers, however these fees had been superseded when the Committee reviewed them in September 2019 (and have been applied with effect from 1st November) (*OS/5905 and F/5725 refers*). The Town Clerk proposed in respect of cemetery fees that the current fees remain in place for 2020/21.

RESOLVED: 1) That the draft budgets and proposals in Appendices A and B;
2) That the priority of the budget bids remain as set out in Appendix A; and
3) That the proposed fees and charges for 2020/21 be approved, save for the cemetery fees which remain unchanged.

ACTION R Fitzgerald

**OS/5936
PROJECTS**

A2 – War Memorial repairs – A preferred contractor has been identified and a grant application had been submitted to the War Memorial Trust. The work (re-lettering of the WW2 tablet and stone replacement and repointing of the structure of the War Memorial itself) satisfied the criteria, but there was a question whether the cleaning proposed to mitigate



staining caused by the bronze sword was eligible for grant. The maximum grant that could be hoped for would be 75% of the cost and a concern that the £1,500 budget allocation would not be sufficient and some fund raising would be required.

A3 - Mansfield Road verge – The plants have been ordered and when received will be planted by the grounds team.

RESOLVED: That the update in respect of projects be received (*Annex E*).

ACTION C Wilkins

There being no further business, the Chairman closed the meeting at 8:05pm.

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

RECEIVED
8th January 2020

APPROVED
18th December 2019

TOWN MAYOR

COMMITTEE CHAIRMAN



This is the list of (hopefully) all those who contributed in cash or kind, without whom Christmas in Ringwood would not have happened.

Thank you to each and every one.

Father Christmas

The Sampson Horses

Robey (Jason and the Parker family)

Santa's Train (Clare Green and family)

Chitty Chitty Bang Bang (Stuart Wallis, New Forest Metalwork)

Gala Lights for the fantastic new Christmas lights, the Ringwood Town Council working party and our Clerk Chris Wilkins for sourcing and selecting them and all the shops and businesses who allowed lights to be hung from their buildings and in many cases provided the electricity supply.

Our most generous Sponsors –

Churchill Retirement Living,
Linden Homes,
Frettons Solicitors,
Oak Mount Retirement Homes,
England Garden Machinery,
The Railway PH,
Ringwood Motor Company,
Crow Farm Shop,
Hamilton Jewellers,
Simply Beauty,
Buckman Front Office,
The Dressing Room,
Patricia's,
William Guy,
The Cellar and
TEDS.

Ringwood Rotary Club for staffing the grotto and providing stewards

Surereed Limited, Peter Hayward and Carr and Neave for the use of 23 and 23A Market Place

Insight Security and Matt Ring for his support at Friday's Cross

Abacus Vehicle Hire (Sophie Wolfenden) for the truck that became the stage

Tanya Christopher for the straw that Santa and the elves sat on

The Waitrose elves

Ringwood School elves

Waitrose and Sainsbury for chocolates and sweets

Cllr Gloria O'Reilly and partner John Harding, the Buckman Front office staff (Pat and Trish) and Cllr Gareth Deboos and his wife Mary for the grotto decorations, Gloria and John again for the stage and trailer decorations

Cllr Hilary Edge for organising much of the stage and street entertainment

All the stage and street performers (I don't propose to list them but they all need to be thanked)

All the stall holders and those who opened their shops/cafes etc, put posters up, fed the volunteers and entered the shop window display competition

The King's Church

The Church of St Peter and St Paul

Barbara Hall (Crafts on Carvers)

Ollie and father for the sound system

Michael Lingham Willgoss (MLW) for his commentary on proceedings

"Dangerous" for sourcing and transporting the tree

A

Georgia Heron - for assistance with putting up the tree
The Star for their loan of (one of) Santa's chairs
Jim Stride – social media postings, including live videos
Ringwood TV/Fizeek Media - video
Derek Maidment – photographs and social media postings
Cllr Darren Loose for the loan of the model winter scenes for the Grotto window display
Gary Smart for organising the Funfair
R&F News - publicity
Lord Morant – Market Charter Rights Holder
Lynn Seager for staffing the Gin Stall, putting down and then with the assistance of our former Mayor Tim Ward and his wife Jane, picking up the footsteps leading to the grotto
The Moortown House Cat for posing in front of Santa's Fireplace
The Police (who fortunately had very little to do!)
The Weather Gods
Residents living in the High Street, Market Place, West Street and surrounding areas for their patience and understanding
The thousands of Ringwood and other local residents and visitors who supported the Event simply by being there

And of course, my colleagues on the Events Team (Cllrs Ring, Haywood, Briers and Heron and our long suffering families), the Grounds Team, Ringwood Town Council office staff, Gateway Front desk ladies and finally and most importantly of all, our wonderful Events Co-ordinator, Charmaine Bennet (and her husband and children).

RECREATION, LEISURE & OPEN SPACES COMMITTEE

6th November 2019

Danny Cracknell Pocket Park Boardwalk

1. Introduction and reason for report

- 1.1 The Flood Defence Consent for the work to reinstate the boardwalk is expected to be issued shortly but, in the meanwhile, the cost of the works has increased and decisions are needed on how to proceed and fund the works.

2. Background information and options

- 2.1 It had been apparent for some time that the condition of the timber boardwalk installed in 2012 was deteriorating. So, in late 2018 and early 2019 estimates were obtained to replace it. The bid judged most economically advantageous was for £12,473. In April, the boardwalk had to be removed for safety reasons. At its meeting on 5th June this Committee recommended that the Infrastructure and Open Spaces Fund be drawn upon to enable the work to be completed this financial year.
- 2.2 The cost of the project has increased above the original estimate for several reasons:
- The price of the materials (as charged by the manufacturer to the installer) has increased since the date of the estimate;
 - The preferred choice of decking material is more expensive than that assumed in the original estimate; and
 - The need for a Flood Defence Consent was not appreciated until recently and the application for it has incurred fees totalling £261.
- 2.4 The revised estimate of the total cost of the project is now £15,585. The Infrastructure & Open Spaces Fund began the year with a balance of £9,473 and the budget provides for a transfer into it of £3,000. Proceeding with the work as soon as practicable (i.e. within the current financial year) would therefore require use of all of this money plus a further £3,112. That shortfall would have to be drawn from the general reserve (currently predicted to end the year at £252,051, down £28,904 on the year) unless it is met from another source. The obvious alternative would be the Developer Contributions (CIL) Fund, which currently stands at £20,156 and is specifically intended to fund infrastructure projects for public benefit of precisely this kind.
- 2.5 Alternatively, the work could be delayed until next financial year. Please note, however, that if the work is delayed the cost of the materials is very likely to increase again.

3. Issues for decision and any recommendations

Whether to proceed with the work this financial year at the increased cost indicated and, if so, what recommendation to make to the Policy & Finance Committee about how it should be funded.

For further information, contact:

Christopher Wilkins, Town Clerk
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RECREATION, LEISURE & OPEN SPACES COMMITTEE

6th November 2019

Tree planting at Poulner Lakes

1. Introduction and reason for report

- 1.1 The '20,000 Trees in 2020' project is looking for sites to plant trees to help mitigate against climate change and to enhance biodiversity. The project is one of the actions being taken by Ringwood Actions for the Climate Emergency (RACE), an informal group of local residents which is keen to work with this Council to implement the recent resolution on responding to climate change.
- 1.2 The Woodland Trust has a scheme that provides up to 420 native tree saplings for planting and they would be delivered in March 2020. To have a chance of securing free saplings under the scheme, applications need to be put forward now and must specify the intended planting site.

2. Background information and options

- 2.1 The Poulner Lakes land owned by the Council is a natural habitat consisting of some trees and large areas of scrub land. It covers around 60,000 square metres.
- 2.2 Procurement of 420 native tree saplings would allow a copse to be planted of around 500 square metres. This is equivalent to less than 1% of the available land or about the size of a football pitch. Preference would be given for a tree package appropriate for the ground conditions and that would provide food for birds and animals.
- 2.3 Full schematic plans for the copse would be submitted for approval of this committee when the tree pack is secured.
- 2.4 Planting would be carried out by community volunteers under direction of RACE members (with appropriate experience in the field) and Council groundsmen.
- 2.5 Biennial inspection of the copse would be carried out by a qualified professional paid for by RACE.
- 2.6 It would be hoped that the scheme would be opened by the Town Mayor and appropriately publicised.
- 2.7 Climate change – The scheme will have a positive impact.
- 2.8 Budget – No pecuniary resource is required for the project. A small amount of the Clerk's time will be required to order the tree pack and the groundsmen's time to supervise planting. Costs related to stakes, guards, etc will be underwritten by RACE, if required.

3. Issues for decision and any recommendations

- 3.1 Whether to recommend that a Woodland Trust tree pack of 420 saplings is applied for by the Council.**
- 3.2 Whether to recommend the planting of these trees as a copse at the Poulner Lakes site.**

For further information, contact:

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