Ringwood Town Council Council Summons and Agenda

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT Tel: 01425 473883 www.ringwood.gov.uk

Dear Member 9th May 2019

You are hereby summoned to attend the **ANNUAL MEETING** of the Town Council at The Forest Suite, Ringwood Gateway on **Wednesday 15th May 2019** at **7pm**.

Mr C Wilkins Town Clerk

Note: there is no public participation at the Annual Meeting – *Handbook Section 29 – Procedure for Public Participation at Meetings 5.5.1 adopted 13.01.10 refers.*

AGENDA

- Election of Town Mayor
- Declaration of Acceptance of Office by the Town Mayor
- 3. To receive Apologies for Absence
- 4. To receive Declarations of Interest
- Declarations of Acceptance of Office (by Councillors)
 (To also decide when any declarations of office, which have not been received, as provided by law, shall be received)
- 6. Appointment of Deputy Town Mayor
- 7. Declaration of Acceptance of Office by the Deputy Town Mayor
- 8. Committee and Working Party Membership

To appoint Members to the following Committees:-

- i) Recreation, Leisure and Open Spaces Committee
- ii) Planning, Town and Environment Committee
- iii) Staffing Committee
- iv) Standing Orders Working Party

(Note: Standing Orders provide for Councillors to be appointed for a 4 year period (2019 - 23), subject to amendment at each Annual Meeting. The Mayor and Deputy Mayor are ex officio members of all committees)

9. Adjournment of Meeting

To adjourn the meeting to allow for meetings of <u>Recreation</u>, <u>Leisure & Open Spaces</u> <u>Committee</u> and <u>Planning</u>, <u>Town & Environment Committee</u>, at which each will elect their Chairman and Vice Chairman and make appointments to sub-committees and working parties

[Resumption of Meeting]

10. Membership of Policy and Finance Committee

To appoint members to Policy & Finance Committee taking account of existing protocol that the Mayor, Deputy Mayor, and Chairmen of the Recreation, Leisure & Open Spaces Committee and the Planning, Town & Environment Committee are automatically appointed to that Committee.

11. Adjournment of Meeting

To adjourn the meeting to allow for a meeting of <u>Policy & Finance Committee</u>, at which to elect a Chairman and Vice-Chairman and to consider appointments to subcommittees and working parties.

[Resumption of Meeting]

- 12. To approve as a correct record the minutes of the meeting held on 24th April 2019.
- 13. Representatives on Outside Bodies

To appoint representatives to outside bodies for the period of office (i.e. until May 2023) – Report A.

DATE: 26th April 2019

14. To receive Minutes of Committee:

PLANNING, TOWN & ENVIRONMENT

15. General Power of Competence

To declare that the required conditions for exercise of the general power of competence conferred by the Localism Act 2011 are met.

16. Delegation of Annual Governance Reviews

To approve delegation of the annual governance reviews to the Policy and Finance Committee

17. NEIGHBOURHOOD PLAN

To consider a motion deferred at the Full Council meeting on 28th November 2018 (*C/6227 refers*) as follows:

Provided that this motion is supported by a minimum of two-thirds of the Councillors present and voting at the meeting, that the Council implements its previous decision (*C*/6198 refers) to proceed towards adopting a Neighbourhood Plan by:

- (i) Instructing the Clerk to prepare draft terms of reference for consultants to prepare an initial report and to advise generally (such draft to be considered at the next available meeting of the Planning, Town & Environment Committee); and
- (ii) Approving the use of the existing budget for the engagement of consultants on such terms as are approved (effectively limiting the immediate financial commitment to £3,000).
- 18. To receive such communications as the Town Mayor may desire to lay before the Council (Councillors are reminded that no decision taking may take place as a result of this item)
- 19. To receive Reports from Ringwood Town Councillors and Student Advisors (Councillors are reminded that no decision taking may take place as a result of this item)
- 20. To receive Reports from County and District Councillors (Councillors are reminded that no decision taking may take place as a result of this item)

21. Forthcoming Meetings – to note the following dates:

Recreation, Leisure & Open Spaces	7.00 pm	Wednesday 5 th June 2019
Planning, Town & Environment	10.00 am	Friday 7 th June 2019
Policy & Finance	7.00 pm	Wednesday 19 th June 2019
Full Council	7.00 pm	Wednesday 26 th June 2019

If you would like further information on any of the agenda items, please contact Mr Chris Wilkins, Town Clerk, on 01425 473883 or chris.wilkins@ringwood.gov.uk

Council Members:

Cllr Andy Briers
Cllr Philip Day
Cllr Peter Kelleher
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Christine Ford
Cllr Darren Loose
Cllr Cllr Cloria O'Reilly
Cllr Christine Ford

Cllr Rae Frederick Cllr Steve Rippon-Swaine

Cllr John Haywood Cllr Glenys Turner

RINGWOOD TOWN COUNCIL



Representatives on Outside Bodies 2019-20 – Please tick if you are interested in becoming the Town Council's representative

ORGANISATION / POSITION	Please tick this box	COMMENTS
New Forest Association of Local Councils (NFALC)		Two councillors needed. Representatives from every town and parish council in New Forest district are invited to meet quarterly to consider reports from NFDC and NFNPA and other issues of mutual interest
Flood Wardens		Two councillors needed to join two co-opted volunteers: Norman Light and Peter Street. Invited to attend meetings of the Flood Action Working Party, held as required (but not usually more than twice a year)
Hampshire Association of Local Councils (HALC)		One councillor needed. Representatives from every town and parish council in Hampshire are invited to meet annually to consider issues of mutual interest
New Forest Consultative Panel		One councillor needed
New Forest National Park Authority - South West Quadrant		One councillor needed Representatives from every town and parish council in the SW quadrant of the National Park are invited to meet quarterly to consider relevant National Park issues and initiatives
Ringwood Twinning Association		The Mayor is President <i>ex officio</i> Two other councillors are needed. Organizes exchange visits and fund-raising.
A31 Development meeting/forum		Town Mayor and Chairman of PT&E represent the Town Council at meetings with Highways England to consider issues relating to the A31 Improvement Scheme. District and County Councillors also attend.
The Ringwood Society		Two councillors needed. Monthly meetings to monitor planning applications and discuss local development issues.
Tree Warden		One councillor needed. Works with Town Clerk and other staff on tree management issues especially those involving members of the public.



Western Escarpment	One councillor needed. Representatives from every
Conservation Area	town and parish council in this Conservation Area on
Steering Group	the edge of the National Park are invited to meet
	quarterly to consider relevant National Park issues and
	initiatives

Representatives have been appointed to the following bodies in the past but it is unclear to officers what meetings (if any) these are supposed to attend. So, members will be invited to review the need for such appointments.		
Blashford Lakes Consultative Forum	One councillor needed Forum for all interested parties to discuss issues related to the management of Blashford Lakes complex.	
Community First New Forest	One councillor and a deputy appointed even though RTC does not fund this agency.	
Forest Forge Theatre Company	One councillor appointed	
Gateway Project Board	One councillor appointed. Last recorded meeting in Jan. 2017.	
Parish Public Transport Representative	One councillor appointed. RTC is rarely represented at meetings in practice. Officers suggest councillors be invited if and when necessary.	
Ringwood & District Community Association	One councillor and a deputy appointed.	
Ringwood Traffic Management Issues (Informal Local Members Liaison Meeting)	Two councillors appointed. No meetings for four years. Officers suggest councillors be invited if and when necessary.	
Ringwood United Charities	Three councillors have been appointed but their status is unclear. If they are trustees, it is doubtful this is a valid appointment procedure. If financial oversight is still needed, would the annual report to the Town Assembly and/or the P&F committee suffice?	
Syrian Refugee Relocation Working Party*	No record of meeting since 2016/17	
WW1 Centenary Working Party*	No record of meeting recently.	

^{*} These working parties were formed by and/or include members from other organisations and should not be confused with working parties established by this council (which usually include only councillors and officers.