

OPEN SESSION: There were no members of the public present.

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

Held on Friday 7<sup>th</sup> August 2015 at 10.00am

Cllr Christopher Treleaven (Chairman)  
Cllr Tim Ward (Vice Chairman)  
Cllr Andrew Briers  
Cllr Philip Day  
Cllr Christine Ford  
Cllr Angela Wiseman

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk

**P/5220  
APOLOGIES**

The Deputy Town Clerk reported that apologies for absence had been received from Cllr Emma Blake.

**P/5221  
DECLARATIONS OF INTEREST**

Cllr Ward declared a pecuniary interest in application number 15/0673, which related to tree works at his home address.

**P/5222  
MINUTES OF PREVIOUS MEETING**

**RESOLVED:** That the Minutes of the Meeting held on 3<sup>rd</sup> July 2015, having been circulated, be approved and signed as a correct record.

**P/5223  
PLANNING APPLICATIONS**

Members considered the planning applications as detailed in *Annex A attached* and noted applications dealt with under delegated powers.

*Cllr Ward declared a pecuniary interest in application number 15/0673, which related to tree works at his home address, and took no part in the discussion of this application.*

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

<b>ACTION Nicola Vodden</b>
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**P/5224  
TOWN CENTRE WORKING PARTY**

Members considered the notes of the Town Centre Working Party held on 2<sup>nd</sup> July 2015 (*Annex B*).

Members felt that the Ringwood Business Partnership needed to be driven by the businesses themselves and hoped that it would be possible to get more businesses involved in the Working Party. Cllr Day had provided details of two local business people who wished to join, and it was noted that other members of the Working Party had been tasked with inviting two people each to the next meeting in order to expand membership. Members also wished to involve local landlords to try and address the number of empty shops.

In order for the Town Council to show commitment and confidence in the Partnership, it was agreed that a small amount of pump priming funding should be requested, which in turn would assist in attracting other funding.

**RESOLVED:** That the notes of the Town Centre Working Party held on 2<sup>nd</sup> July 2015 be received and the proposals therein be approved.

**RECOMMENDED TO POLICY & FINANCE:**

That £500 be allocated to support the Ringwood Business Partnership.

<b>ACTION</b> Jo Hurd / Nicola Vodden (P&F agenda)
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**P/5225**

**NFDC LOCAL PLAN REVIEW – SUSTAINABILITY APPRAISAL SCOPING REPORT**

Cllr Treleaven outlined the requirements of the Sustainability Appraisal Scoping Report, as detailed in *Annex C*, which was the first stage in the Local Plan Review being carried out by New Forest District Council.

Members shared Cllr Treleaven's concerns that the various objectives had been treated piecemeal, and the Sustainability Appraisal (SA) did not allow for the cross fertilisation of individual objectives, or indeed between the different authorities responsible for their funding. There was a need for an holistic approach in order to achieve a sustainable community. As it stood, the SA could lead to a Local Plan with a fragmented set of unrelated targets.

As an example, reference is made to how many people live in the District but out-commute to work, and the reverse situation of people working in the town but living elsewhere. Comment is also made as to "reducing the need to travel to work", and elsewhere reference is made to training and skills gaps among the working population. Average wages are commented on as being below the regional average. But, nowhere are these important factual aspects brought together in a way that might inform communities as to how they might wish to plan their future in terms of raising their residents' quality of life as a whole. In order to do this, there is a need to plan accordingly in terms of allocating employment and housing sites with the type of housing and job opportunities to match, and with the necessary infrastructure, including skills training, to support this aim.

Another issue of local importance relates to Local Enterprise Partnerships (LEPs). The LEP (Enterprise M3) has reference in its 2014 strategy to upgrading the A31/A338 interchange as a transport priority. However, the LEP only sees this improvement from the trunk road capacity viewpoint, and does not take into account the unavoidable need for Ringwood residents and visitors to use this road and its junctions as a local access link as well. If all the emphasis is on A31 throughput capacity, without taking into

account local needs, it will not be sustainable. The SA implies the need to fit in with whatever the LEP says. However, Members agreed there should be a caveat in such statements that local community sustainability has to be considered a material consideration as well as that at the 'strategic' level.

**RESOLVED:** That a response be submitted to the Draft Sustainability Appraisal Scoping Report, urging the District Council to make it clear that the prime objectives of achieving sustainability in planning terms must include and be informed by an integrated view of the future of local communities.

<b>ACTION</b> Cllr Treleven / Jo Hurd
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**P/5226**  
**CROW STREAM FLOOD ALLEVIATION SCHEME**

The Deputy Town Clerk reported on a meeting of the Flood Action Working Party held on 4<sup>th</sup> August 2015.

It had previously been agreed to allocate funds from the balance of developers' contributions for an annual flail of the banks and verges and to restore the gravel bottom of the stream in order to prevent weed growth and keep the stream flowing. Quotations had now been received for these works and, although the cost of the gravel was higher than budgeted, a considerable saving had been made on the cost of the annual flail, which meant that the total cost of the works was within budget.

It was noted that there were several issues outstanding that Hampshire County Council had accepted responsibility for, but had not yet resolved. Some of this work threatened to undermine the good work that had been carried out by the Town Council last year to clear the Crow Stream, whilst others posed a threat to public safety. Members agreed that this list should be brought to the attention of the Head of Highways and the local County Councillor, with a request that they be resolved without delay.

**RESOLVED:** 1) That the annual flail and works to restore the gravel bottom of Crow Stream be approved.  
2) That the Head of Highways at Hampshire County Council be requested to address the list of outstanding issues without delay.

**P/5227**  
**CHRISTCHURCH ROAD PEDESTRIAN CROSSING**

Further to the discussion at the last Committee meeting on 3<sup>rd</sup> July (P/5219 refers), the Deputy Town Clerk reported that a request had been submitted to Hampshire County Council for allocation of funds for a pedestrian crossing near the dairy in Christchurch Road. The request required support from the local County Councillor, and it was noted that Cllr Rippon-Swaine had confirmed his support in writing. The benefits of the scheme would be appraised over the next few months and an update was expected later in the year. If the bid for funding was successful, a site visit would be required to determine the best location for a crossing.

**RESOLVED:** That this information be noted.

**P/5228**

**BUS SHELTER – SOUTHAMPTON ROAD**

Further to the discussion at the last Committee meeting on 3<sup>rd</sup> July (P/5216 refers), the Deputy Town Clerk reported that she had now received further information on usage of the bus shelter. The shelter currently served only one route (125), which operated three journeys per day three days a week. However, usage was limited from this bus stop as most passengers chose to use the more frequent Ringo service, utilising the shelter on the opposite side of the road. In addition, it was noted that the shelter attracted inappropriate use by youths. It was therefore

**RESOLVED:** That the bus shelter be not replaced, but removed.

There being no further business, the Chairman closed the meeting at 12.40pm.

RECEIVED  
30<sup>th</sup> September 2015

APPROVED  
4<sup>th</sup> September 2015

TOWN MAYOR

COMMITTEE CHAIRMAN

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

## Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
15/10513	Land Of The Ten Steps, Salisbury Road, Ringwood. BH24 1AU	Two-storey dwelling; parking	Permission (1)	Subject to a condition requiring visibility to be maintained above the 600mm brick wall to ensure the safety of pedestrians using the Avon Valley Path
15/10806	27, Dene Close, Ringwood. BH24 1TB	Two-storey rear extension	Permission (1)	Subject to a condition requiring the two bathroom windows to be obscure glazed to protect the privacy of the neighbouring properties.
15/10826	Bisterne Hayes, Gorley Road, Ringwood. BH24 1TJ	Detached garage	Permission (1)	
15/10835	10, Seymour Road, Ringwood. BH24 1SG	Single-storey rear extension	Permission (1)	
15/10860	Willow Cottage, Hightown Road, Hightown, Ringwood. BH24 3DY	One pair of semi- detached houses; demolition of existing (Details of appearance & landscaping of development granted by Outline Permission 11/97816)	Permission (1)	Subject to the two windows in the east elevation being conditioned to be glazed with obscure glass to protect the privacy of the neighbouring properties.

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
15/10872	Rhyader, Crow Lane, Ringwood. BH24 3DZ	Two-storey side extension; single-storey side extension; rear porch; create new second floor fenestration alterations	Permission (1)	
15/10881	St Katherines, 86A Christchurch Road, Ringwood. BH24 1DR	Outbuilding	Permission (1)	Subject to the Tree Officer being satisfied that the established trees (a Yew and Magnolia) adjacent to the development site can be protected from damage.
15/10911	27, Hightown Road, Ringwood. BH24 1NQ	Single-storey extension	Refusal (4)	The proposed flat roofed extension would detract from the appearance of the existing dwelling and be out of character in the Conservation Area. As the attached dwelling (number 29) would retain its pitched roof, the proposal would disrupt the traditional proportions of the row of period cottages and create an unacceptable relationship between adjoining dwellings. The proposal is therefore contrary to Policy CS2, the Ringwood Local Distinctiveness SPD and the Ringwood Conservation Area Appraisal.
15/10945	Garden Cottage, 159, Hightown Road, Ringwood. BH24 1NL	Extend garage and use as ancillary living accommodation; fenestration alterations; detached garage	Permission (1)	

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

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
15/10950	3-5 Monmouth Court, Southampton Road, Ringwood. BH24 1HE	Alterations to entrance to units 3 & 5	Permission (1)	
15/10951	39-41 High Street, Ringwood. BH24 1AD	Use of first and second floors as 2 flats; roof light; new soil vent pipe; bin and cycle store	Permission (1)	
15/10952	39-41 High Street, Ringwood. BH24 1AD	Remove stud walls; create doors; new stud walls; insulate and line walls; new ceilings; roof light; new soil vent pipe; bin and cycle store (Application for Listed Building Consent)	Permission (1)	
15/10958	43B Southampton Road, Ringwood BH24 1HE	4 rooflights in association with new second floor	Permission (1)	
15/10964	Skateboard Park, Carvers Recreation Ground, Southampton Road, Ringwood.	FOR INFORMATION ONLY: Replacement skatepark; hard and soft landscape works; 4 8m high lighting columns	No comment (RTC application)	

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

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
15/10973	2, Christchurch Road, Ringwood. BH24 1DN	Display 1 internally illuminated fascia sign; 1 non illuminated hanging sign (Application for Advertisement Consent)	Refusal (4)	The use of aluminium in the Conservation Area is inappropriate. Permission for a hanging aluminium sign has previously been refused, and the extent of the aluminium that is proposed for the fascia sign, including the lighting, would be out of keeping in this location.
15/10974	86 Parsonage Barn Lane, Ringwood. BH24 1PZ	Use as 3 flats (Prior Approval Application)		As there is insufficient parking to meet the requirements of the Parking Standards SPD, a planning application will be required for this proposal.
15/10985	103 Northfield Road, Ringwood BH24 1SS	First-floor rear extension; rooflights; juliet balcony	Refusal (2)	There is concern about potential overlooking from the three new bedroom windows to the neighbouring property (number 101).
15/11016	115, Christchurch Road, Ringwood. BH24 3AQ	Use as dental practice; permeable hard surfacing; parking & cycle racks; low level boundary wall	Refusal (4)	Members were very concerned about the practicalities of using the proposed parking spaces and the impact this could have on the access and egress to/from the site onto a very narrow and busy section of Christchurch Road. The likely meeting of cars entering/exiting the site, and the location of the space at the front of the property, could result in vehicles reversing into the road, which would be highly dangerous in this location. There is also concern about the loss of a residential dwelling.

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



<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
15/11018	Finn M'Couls, 25 Market Place, Ringwood. BH24 1AN	Single-storey rear extension; terrace; bike/bin store; refurbish coach house & use as B&B accommodation; access from Strides Lane; boundary wall; entrance gates; parking	Refusal (4)	The fact that the application has been submitted in the name of Finns and not the Noisy Lobster gives rise to concern that the premises will revert to the previous use of a public house. Couple with this the considerable size of the proposed public bar at the rear of the building, what could be bi-fold doors, and a previous history of noise complaints , there is a real risk of noise pollution and disturbance to local residents. There is also concern that the proposed parking bays are located very near to the boundary with residential dwellings (George Mews) and that the increase in traffic movements and deliveries to the rear would also have an adverse impact on local amenities.

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
15/11019	Finn M'Couls, 25, Market Place, Ringwood. BH24 1AN	Single-storey rear extension; terrace; bike/bin store; open front entrance; block side door; reglaze window; remove stud walls; create door into kitchen & hatch; remove front bar; refurbish coach house; rooflight; create window; staircase; stud walls; create bathroom; boundary wall; entrance gates (Application for Listed Building Consent)	Refusal (4)	The fact that the application has been submitted in the name of Finns and not the Noisy Lobster gives rise to concern that the premises will revert to the previous use of a public house. Couple with this the considerable size of the proposed public bar at the rear of the building, what could be bi-fold doors, and a previous history of noise complaints, there is a real risk of noise pollution and disturbance to local residents. There is also concern that the proposed parking bays are located very near to the boundary with residential dwellings (George Mews) and that the increase in traffic movements and deliveries to the rear would also have an adverse impact on local amenities.

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

## Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
15/00548	Byway, Woodend Road, Crow BH24 3DG	Timber entrance gates with 1.8m high brick piers	Officer Decision (5)	
CONS/15/0673	31, Woodstock Lane, Ringwood. BH24 1DT	Re-pollard 2 Willows and repeat within 5 years. Prune 1 Magnolia and 1 Cordyline	Permission (1)	
CONS/15/0676	Railway Hotel, 35, Hightown Road, Ringwood. BH24 1NQ	Fell 1 Cypress	Refusal (2)	This is a very large established tree in a big garden. Excessive shading in part of the garden appears not to be justification for felling.
CONS/15/0715	The Furlong Centre, Ringwood	Prune 6 Limes and 2 Maples	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission  
Recommend Refusal 5 - Will accept officer's decision

4 -

Applications decided under delegated powers: to be noted

on 7<sup>th</sup> August 2015 at 10:00 am

Number	Applicant	Site Address	Proposal
TPO/15/0605		204, Southampton Rd. Ringwood. BH24 1JG	Prune 1 Copper Beech  <b>10/7/15 Observations:- P(1) Recommend Permission, but would accept tree officer's decision</b>
CONS/15/0635		Forest Gate, Hightown Road, Ringwood. BH24 1NN	Fell 1 Fir Tree  <b>10/7/15 Observations:- P(1) Recommend Permission, but would accept tree officer's decision</b>
CONS/15/0646		28, College Road, Ringwood.	Remove a group of Western Red Cedar trees  <b>10/7/15 Observations:- P(1) Recommend Permission, but would accept tree officer's decision</b>

## Town Centre Working Party

### Notes of meeting held on 2<sup>nd</sup> July 2015

Present: Lara Faramus, Centre Manager, Furlong Shopping Centre  
 Jon Grant, Grants of Ringwood  
 Sarah Hackleton, Store Manager, Boots  
 Alison Howell, Letchers  
 Joe Moorhouse, Moorhouse Architecture  
 Johnnie Parry, Ringwood Society  
 Dennis Whitfield, Chairman, Ringwood Meeting House Association  
 Cllr Philip Day  
 Cllr Chris Treleaven  
 Cllr Tim Ward  
 Steve Nash, Town Clerk  
 Jo Hurd, Deputy Town Clerk

Apologies: Cllr Angela Wiseman  
 Darren Lowe, Food for Thought  
 Gloria O'Reilly, Buckman Front Office  
 Alison Smith, Simply Beauty  
 Ben Taw, Store Manager, Sainsburys  
 Jeff Wickens, Chairman, Ringwood Society

#### 1. Introductions

SN welcomed everyone and explained that the Working Party had been formed by the Council in a bid to reinvigorate and strengthen the town centre. This was the second meeting to include representatives from local businesses, and the first since the elections, after which three new Town Councillors had been appointed to the Working Party.

#### 2. Election of Chairman

**AGREED:** That the Town Council continue to steer the Working Party for the time being, but that it should be made clear that the aim is for local businesses to take the lead and for a member of the local business community to Chair the Ringwood Business Partnership.

#### 3. Notes of Previous Meeting

The notes of the previous meeting held on 24<sup>th</sup> March 2015 were agreed.

#### 4. Terms of Reference

**AGREED:** That the following be added to the Terms of Reference agreed at the previous meeting:

- i To reach as wide an audience as possible using all media available
- i To investigate the possibility of promoting a Business Improvement District (BID)

#### 5. Aims and Objectives

All agreed that there was a need to re-engage and re-educate the business community and to show that more could be achieved working together in partnership than individually. A

strong business group would be able to put pressure on public authorities; to push for new initiatives (e.g. National Association of Local Councils proposal that town and parish councils should be able to apply for a share of business rates to fund local projects); to promote existing opportunities (e.g. changes in planning legislation and increased flexibility in change of use); and to lobby for improvements (e.g. A31).

As agreed at the previous meeting, the initial focus would be on the town centre. This should include the primary shopping area as identified in the Local Plan, but should also extend down Christchurch Road as far as the parade of shops just past the Fire Station.

There was a need to promote a tangible project in the town in order to raise the profile of the Partnership and to attract local businesses to join up.

## 6. Branding

**AGREED:**

- 1) That SN bring some examples of a logo to the next meeting, using the New Forest Business Partnership brand as a starting point.
- 2) That all members of the Working Party think about a strap line / slogan for the Ringwood Business Partnership, and ideas be discussed at the next meeting.

## 7. Funding

SN reported that there were several grants available to promote local businesses and make improvements to town centres. Some of these grants required match funding and most would need to be submitted in the name of the Business Partnership, and not by the Council.

It was noted that the Ringwood Chamber of Trade and Commerce still held a bank account (with a balance of less than £5) and it would be possible to change the name of the account and bank mandate. The existing constitution would need to be dissolved and a new constitution written.

**AGREED:**

- 1) That AH would arrange for the name of the account to be changed to Ringwood Business Partnership, for the mandate to be updated, and for the constitution to be dissolved.
- 2) That AH would continue to be a signatory to the account and SN would be set up as a second signatory.
- 3) That SN would draft a new constitution to be considered at the next meeting.
- 4) That SN begin to make grant applications on behalf of Ringwood Business Partnership.

It was agreed that if the Town Council showed commitment and confidence in the Partnership by putting forward a small amount of pump priming funding, this would greatly assist in attracting other funding.

**AGREED:** That £500 be requested from the Town Council to pump prime the Business Partnership.

The question of membership fees was raised, as this would provide an income to sustain the activities of the Partnership. Fees should not be prohibitive, but meaningful and it would be important for businesses to know what they would be getting in return. It was felt that fees should be a minimum of £52 per annum (£1 per week), and should be tiered based on the size of the businesses.

**AGREED:** That AH provide details of the Chamber of Trade & Commerce membership fees as an example, and that this be discussed at the next meeting.

## **8. Membership**

**AGREED:** That, in order to expand membership of the Working Party, all members of the Working Party invite two people, with a relevance to the group, to the next meeting.

When established, Ringwood Business Partnership would become part of the New Forest Business Partnership. The NFBP is administered by New Forest District Council, who were currently looking to increase membership and would be targeting Ringwood businesses. As businesses would not wish to pay membership to both Partnerships, there was a need to agree reciprocal arrangements.

**AGREED:** That SN liaise with Tony Climpson at NFDC regarding membership fees and reciprocal arrangements between the two Partnerships.

## **9. Any Other Business**

Business Improvement District (BID) – this is a partnership between a local authority and the local business community to develop projects and services that will benefit the trading environment within the boundary of a clearly defined commercial area, and allows businesses to raise a levy on business rate payers and spend this money as they wish for the benefit of the town and its shoppers. Wimborne has had a BID since 2011 and CT suggested that this might be something to explore for Ringwood.

Ringwood Town Guide – AH reported that previously the Chamber of Trade & Commerce had been involved in putting together this guide published by Wimborne Press. She felt there was merit in the Ringwood Business Partnership taking on this role, improving the guide and possibly generating some income.

Social Media – it was agreed that branding needs to be agreed prior to any social media presence, and it would be appropriate for a member of the Partnership to take on the role of communications.

Incentives for new businesses – TW suggested that landlords be encouraged to give new businesses short term leases (say for an initial 12 months) to allow them to “test the water” before committing to a longer lease. SN suggested that, once established, it might be possible for the Partnership to subsidise new business start-ups. “Pop-up” shops might also be worth exploring.

Market Place – Ringwood has a very vibrant evening economy and TW suggested that the Market Place be similar during the day by better use of space. Chairs and tables outside Lovitaly had been very successful during the Italian Market. Similarly, opportunities would be available at the Christmas event to bring shops out in to the street.

## **10. Next Meeting**

Suggested date (TBC) – 9am, Tuesday 1<sup>st</sup> September at Ringwood Gateway.

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
7<sup>TH</sup> AUGUST 2015**

**NEW FOREST DISTRICT LOCAL PLAN REVIEW SUSTAINABILITY APPRAISAL**

1. The following email has been received from New Forest District Council, and invites the Town Council to comment on its Draft Sustainability Appraisal Scoping Report:

"Dear Consultee

New Forest District Council has commenced work on its Local Plan Review which will plan for the future needs of the District (outside the National Park) up to 2036. A key element of the Local Plan Review is establishing the context for, and determining the scope of, the Sustainability Appraisal (SA) process (incorporating Strategic Environmental Assessment). This is set out in the Sustainability Appraisal Scoping Report which involves:

- i reviewing relevant plans, policies and programmes which might have implications for the Local Plan Review;
- i reviewing the current state of the environment in the Plan Area to establish a baseline against which to assess the effects of the Plan;
- i identifying key environmental issues which may be affected by the Plan; and
- i establishing the SA framework, covering environmental, economic and social objectives and appraisal criteria, as the means by which the policies and proposals of the Plan will be assessed.

The Council has commissioned Land Use Consultants (LUC), who have particular expertise in this field, to advise on the Sustainability Appraisal and the preparation of this Scoping Report. A draft of the Scoping Report is attached to this email for your attention.

The Council is consulting you, along with other Specific Consultees, on this document in accordance with its adopted Statement of Community Involvement and Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012. We would particularly welcome your comments on the proposed SA framework and appraisal criteria (Section 2 and Appendix 2 of the document).

Please provide any comments by 3<sup>rd</sup> August 2015 and send these to [policyandplans@nfdc.gov.uk](mailto:policyandplans@nfdc.gov.uk)

If you wish to discuss any matters regarding this consultation please contact me, or a member of the Policy Team, on 023 8028 5588.

James Ives, Senior Policy Planner, New Forest District Council"

2. A copy of the 90-page Scoping Report has been sent by email to all Committee Members, and a paper copy is available to view in the office.
3. Please note that the deadline has been extended to 7th August to allow the Town Council to comment.
4. The Chairman of the Committee has reviewed the document and will give a verbal report at the meeting.
5. Members are requested to consider commenting on the Draft Report.

For further information, please contact Jo Hurd, Deputy Town Clerk on 01425 484721 or [jo.hurd@ringwood.ov.uk](mailto:jo.hurd@ringwood.ov.uk).