

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

Held on Wednesday 6th November 2019 at 7.00pm at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Andy Briers (Chairman)
Cllr Philip Day
Cllr Gareth Deboos
Cllr Rae Frederick
Cllr John Haywood
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Glenys Turner

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

ABSENT: Cllr Hilary Edge
Cllr Darren Loose
Cllr Peter Kelleher
Alana Morris, Student Advisor

At the start of the meeting, the Chairman welcomed the new Student Advisors to their first meeting.

OS/5918 PUBLIC PARTICIPATION

There were no members of the public present.

OS/5919 APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllrs Edge, Loose and Kelleher.

OS/5920 DECLARATIONS OF INTEREST

There were none.

OS/5921 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 2nd October 2019, having been circulated, be approved and signed as a correct record.



OS/5922
REVIEW OF GROUNDS TEAM WORK PROGRAMME

The Grounds Foreman reported on the work areas, which had been focused on over the last 12 months, and included a tour of the grounds for Councillors, removal of the damaged boardwalk at Pocket Park, maintenance of the War Memorial and church yard, renovating 20 seats from around the town, work at Carvers and the introduction of a wild flower garden on the Bickerley (near the boardwalk). Current projects include improvements at Carvers and the Cemetery.

He thanked the Town Clerk, Deputy Town Clerk and Staffing Committee for their support and help in managing a spell of sick leave. This was much appreciated by the whole grounds team.

He reported that a new tractor had been purchased, in accordance with the machinery replacement plan, and also explained how a small works van would benefit the team. He asked that this be brought forward for consideration.

Members thanked the Grounds Foreman for his attendance at the meeting and for the hard work and superb job that the team does.

RESOLVED: That the Grounds Foreman's report on the team's work programme be noted.

ACTION C Wilkins

OS/5923
EVENTS MANAGEMENT

Fireworks – Cllr Day, on behalf of the Events Team thanked the following for their contribution to the fireworks event on 3rd November:-

- Oak Mount Care Home - sponsor
- Frettons Solicitors - sponsor
- Linden Homes - sponsor
- Churchill Retirement Living - sponsor
- Ringwood Motor Company - sponsor
- Crow Farm Shop - sponsor
- providers of catering and the fun fair
- Ollie - sound system
- Michael Lingham Willgoss – for the commentary
- The Swing Band
- Bill – the children's entertainer from Sandy Balls
- Malcolm Elvy – stage
- Ringwood and Fordingbridge Skip Hire
- New Forest Neighbourhood Policing Team
- Fire Brigade
- Robert Heron - transport of pallets, etc.
- Simon Butler, Shirley farm - for the straw
- Economy Hire - van
- R&F News and Bournemouth Echo - advertising
- Ringwood Rotary – support and stewards
- Poulner Scouts - help to set up
- Big Rich and Tall Rich from the Star
- The Grounds team – a special thank you to Stephen and Paul for clearing the tennis courts.



- Charmaine Bennet – Events Co-Ordinator
- The Events Team - for their support, hard work and for making it happen.

A congratulatory note had been received from Ringwood Carnival and there had been positive comments on social media. Compliments had been received from the police, security and medical teams that it was the best organised and least problematical event they have ever been to!

Cllr Day reported that 4480 tickets had been sold (an increase of 33% on last year) and there were a significant number of free entrants (pre-schoolers, disability groups, volunteer stewards, etc.). The audience was thought to have been in the region of 5000 people. The profit from the event was estimated at £4,200, which took into account some suggested donations.

Remembrance

The Events Team will oversee the stewarding of the parade and the road closure for Sunday 8th November, with the help of the Rotary Club.

Christmas

In excess of 40 stalls are anticipated for the event on Sunday 1st December, which should extend the market as far as Fridays Cross and some entertainment is planned between Mansfield Road and Fridays Cross.

RESOLVED: That the update from Ringwood Events Team in respect of events be noted.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE: That donations are made, from the surplus from the fireworks event, in the sum of £100 to Poulner Scouts and £500 to the Rotary Club of Ringwood.

ACTION C Wilkins

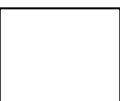
**OS/5924
CARVERS RECREATION GROUND IMPROVEMENTS**

Members considered the Town Clerk’s report (Annex A).

In relation to the proposal for table-tennis tables, it was agreed that one semi-permanent table be purchased in the Spring. Its use is to be monitored and if the facility proves popular, the purchase of a further table and /or more permanent tables could be considered. A Student Advisor reported on the popularity of table-tennis tables installed within the school grounds.

With regard to gym equipment, Members felt that this should be grouped together, near the Clubhouse. The funds are not available to progress this scheme within the current budget and a detailed proposal was requested, for the matter to be considered as a budget bid for 2020/21, along with the possibility of using CIL receipts for this purpose.

It was noted that improvements to the path across Carvers is included in the Hampshire County Council (HCC) projects being managed by staff seconded from Havant Borough Council. There were some other suggested improvements to Carvers, for example, extending the grasscrete track to the pavilion, although previous enquiries (for an extension to the skatepark) had established that this would be very expensive.



RECOMMENDATION TO FULL COUNCIL: That one semi-permanent table-tennis table and ancillary equipment at a cost of £685 be purchased in the Spring.

RESOLVED: That the gym equipment proposal be supported, in principle, and explored further in terms of costings and sources of funding.

ACTION C Wilkins / C Bennett

**OS/5925
TREE POLICY**

Members considered the Town Clerk's report (*Annex B*). There was some discussion in relation to the Council adopting a '2 for 1' policy, in respect of tree planting. It was suggested that should a policy be adopted, suitable sites for planting are identified.

The Town Clerk clarified that the Council has no powers to enforce, or the capability to monitor, tree planting by other parties. Reliance is on NFDC or NFNPA to impose conditions in relation to replacement trees, when determining a planning or tree works application. It is also their responsibility to monitor compliance with any conditions imposed. Some felt that the Council should do more, with regard to this, but as a consultee only, powers were limited to making a recommendation to the relevant authority in respect of re-planting.

RESOLVED: That the current policy be retained, but the Ringwood Environmental Action Leadership (REAL) Working Party be tasked to advise about a policy to replace dead or felled trees on Council land.

ACTION C Wilkins

**OS/5926
CASTLEMAN TRAILWAY**

The Committee considered the Deputy Town Clerk's report on the Castleman Trailway (*Annex C*). It was agreed that the Right of Way needed to be re-instated and it was happy to support HCC's proposal.

RESOLVED: That the proposal to create/dedicate a Public Bridleway and upgrade of Footpath 503 to Bridleway be supported.

ACTION C Wilkins / J Hurd

**OS/5927
PROJECTS**

Current Projects

A2 – War memorial repairs – Since updating the report, the Town Clerk had received the architects revised specification.

A3 – Mansfield Road verge – It was noted that an additional donation had been pledged towards this project. The Town Clerk will update the Committee once the size of plants and costings were confirmed.



New Projects

A1 – Ash Grove Play Area fence – The Town Clerk highlighted this new item for inclusion as a budget bid for the next financial year.

RESOLVED: That the update in respect of projects (*Annex D*) be noted.

ACTION C Wilkins

There being no further business, the Chairman closed the meeting at 8.31pm.

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

RECEIVED
25th November 2019

APPROVED
4th December 2019

TOWN MAYOR

COMMITTEE CHAIRMAN

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Carvers Recreation Ground improvements1. Introduction and why a decision is needed

- 1.1 Council has previously approved a budget of £10,000 for capital improvements at Carvers Recreation Ground.
- 1.2 Officers wish to offer further options to apply the final tranche of this funding for consideration by members.

2. Background information, options, impact assessment and risks

2.1 How the funding has been applied to date:

Project	Status	Cost ¹
Additional play area fencing	Completed & spent	£4,300
Upgrade to picnic table bases	In progress	£3,250
Total committed to date		£7,550
Uncommitted balance available		£2,450

- 2.2 As previously reported, officers have researched two further options; installing fixed concrete table-tennis tables and installing adult outdoor gym equipment. Now that Council has agreed in principle the possible extension of the land leased to the Bowling Club these options can be considered further. The land “earmarked” for the Bowling Club is shown coloured pink edged blue on the plan attached. However, since it may be quite some time before the Bowling Club need this land, it would be practicable to make temporary use of it for something else provided the cost of moving equipment installed is not prohibitive.
- 2.3 **Fixed table-tennis tables.** Further to the presentation made to Carvers Working party in July it is suggested that two semi-permanent tables be bought at a cost of £685 each and placed on land coloured pink for now. If and when that land is needed by the Bowling Club they could be moved to the land coloured blue edged red on the plan attached. If they are so well-used that the grass around them is eroded they can either be moved a little or the ground suitably surfaced (though the latter would cost).
- 2.4 **Adult Outdoor Gym Equipment.** The details of any installation of this type will depend upon the user group at which it is aimed. If the desire is to create a “fitness challenge” to attract active adults to Carvers, a “trail” around the perimeter of the ground might be the best option. However, if the aim is to encourage greater activity among relatively inactive adults whilst providing a location for group activities close to the facilities at the Clubhouse, a concentrated installation on the land coloured green edged red on the plan attached would be more appropriate (moving this kind of installation would be prohibitively expensive). Costs for the latter vary with specification (especially the choice of surfacing) and supplier but range between £16,000 and £19,000.
- 2.5 Assessment of impact on relevant policy considerations:
 - 2.5.1 Crime and disorder – Either or both facilities may be targeted by vandals but would tend to attract more responsible users to Carvers with a resultant discouragement of anti-social behaviour. On balance the impact is likely to be positive.

¹ All figures quoted exclude VAT (unless it cannot be reclaimed and will therefore affect the relevant budget).

A

- 2.5.2 Public sector equality duty – The impacts of either or both proposals are considered too small to be capable of meaningful assessment.
- 2.5.3 Climate change - The impacts of either or both proposals are considered too small to be capable of meaningful assessment.
- 2.5.4 Budget – The table tennis tables could be fully funded from the uncommitted balance of the budget mentioned above (leaving £1,080 uncommitted). Obviously, the adult outdoor gym equipment could not be fully funded from this source (whether the table tennis tables are bought from it or not). There is an earmarked reserve for Carvers Recreation Ground improvements which currently contains £11,300 which could be applied to this purpose but even that would be roughly £3,600-£6,600 short. That shortfall could only be met from the general reserve. It would therefore be necessary for the Policy & Finance Committee to approve the use of reserves to enable the adult outdoor gym equipment costs to be met.

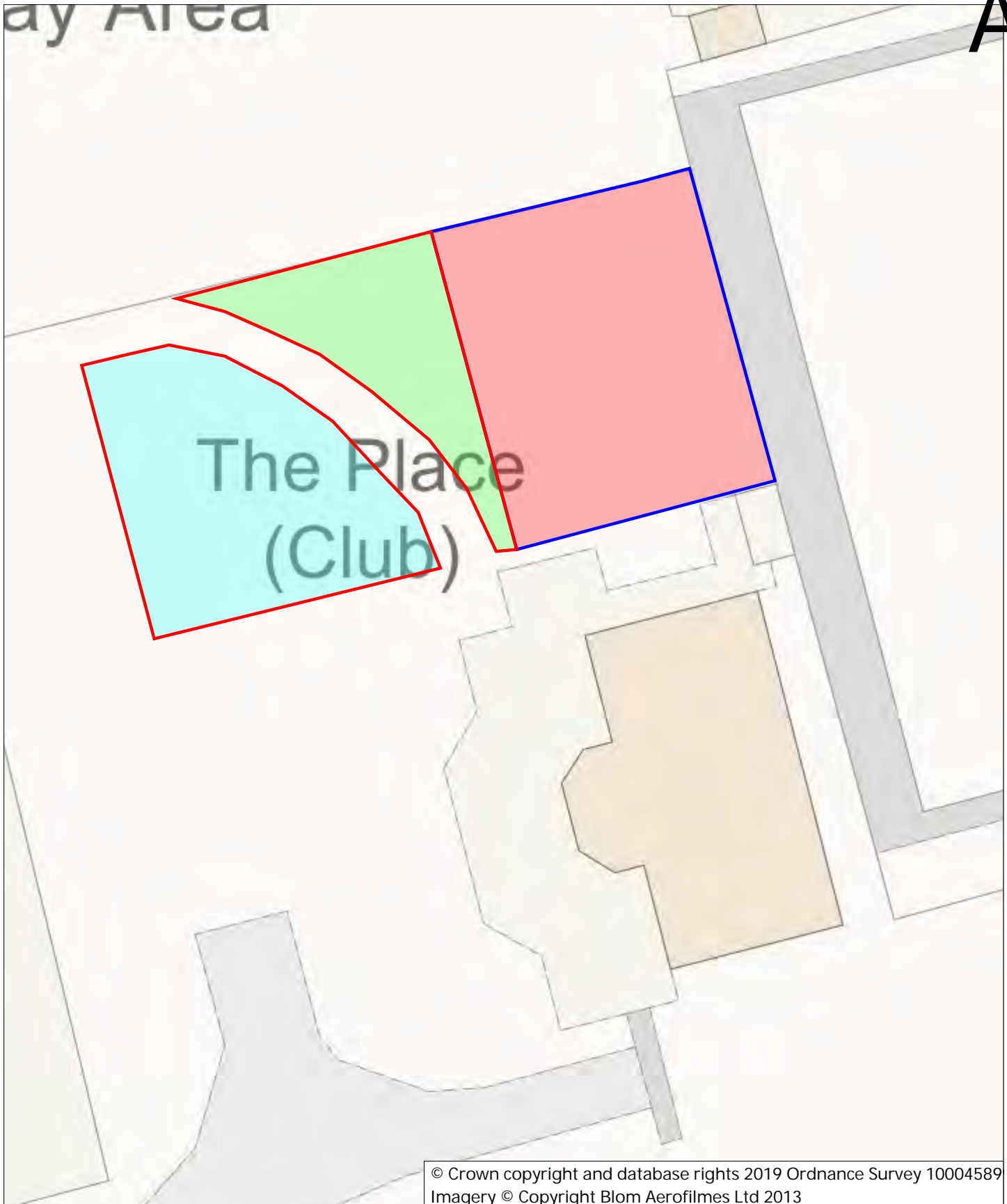
3. Issues for decision and any recommendations

- 3.1 ***Whether to recommend in principle the purchase of two semi-permanent table-tennis tables at a cost of £1,370 and ancillary equipment.***
- 3.2 ***Whether to recommend in principle the installation of adult outdoor gym equipment either as a trail on multiple locations around Carvers or on the land coloured green on the plan attached and, if so, how this should be funded.***

For further information, contact:

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Notes



Ringwood Town Council

www.ringwood.gov.uk

Print Title

chris.wilkins

Date 29/10/19

Scale 1:283

RECREATION, LEISURE & OPEN SPACES COMMITTEE

6th November 2019

Tree Policy

1. Introduction and reason for report

- 1.1 A notification (given by the Town Clerk on behalf of the Council) of proposed tree works at the Danny Cracknell Pocket Park was considered at the meeting of the Planning, Town & Environment Committee on 4th October (item P/5642 in the minutes refers). It was suggested that this committee consider a policy regarding replacement of felled trees.

2. Background information and options

- 2.1 The Council's current tree policy was adopted on 6th February 2019. It contains no specific commitments about replacing trees on Council land that have died or been felled; only general commitments to increase and diversify tree cover.
- 2.2 The possibility of committing to a "2 for 1" replacement policy was mooted. There are arguments for and against this.
- 2.3 On the "for" side:
- A specific commitment would add rigour to the policy; making it less likely to be over-looked;
 - Such a specific (as distinct from general) policy would demonstrate more clearly the seriousness of the Council's commitment to it; and
 - It would be easier for the public to understand the policy commitment, assess whether it is being met and hold the Council to account.
- 2.4 On the "against" side:
- The difficulty of defining the commitment in a sensible manner (How close to the site of the lost tree must the new trees be planted and how soon after its loss? Must they be the same species? What size is sufficient?, What if the lost tree was growing in an unsuitable site? etc.);
 - Without further definition, however, such a policy would, in practice, be no more specific or enforceable than the current general aspiration;
 - Two saplings are not equal to a mature tree or a substitute for a sensible policy of planting the right trees in the right places regardless of which existing trees are lost; and
 - It risks involving the Council in enquiries over whether and how specific lost trees have been replaced and arguments over whether the policy has been correctly applied or not.
- 2.5 Rather than altering the tree policy the committee could recommend that the Climate Change Working Party (to be formed in response to the decision of the Council at its meeting on 30th October 2019) be tasked with advising on suitable sites for further tree-planting, species mix, timing and budgetary implications.

3. Issues for decision and any recommendations

What decision or recommendation to make (if any) about a policy to replace dead or felled trees on Council land.

RECOMMENDATION: That the current policy be retained but the Climate Change Working Party be tasked to advise as indicated above.

B

For further information, contact:

Christopher Wilkins, Town Clerk

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Email: chris.wilkins@ringwood.gov.uk

C

Homes will be required to make up the western half (or make a contribution to facilitate this) as a condition of planning consent for additional properties to the south of the Trailway (planning application 18/11648).

7. It should be noted that Crow Arch Lane railway bridge and the land beneath it is owned by Highways England Historic Railway Estate, who are not agreeable to the creation of a route on its land, unless the bridge is transferred to HCC. As it is unlikely that HCC will accept this liability, and they must create a route that both commences and terminates at public highway, it is proposed to provide a link from the Trailway to Crow Arch Lane through the new development (as shown in yellow on the plan). Permissive access will remain on that part of the route underneath the bridge, and it is hoped that the surfacing will continue under the bridge to link up with a new footway/cycleway being created in Embankment Way (as required by planning permission 17/11230 for 21 industrial units).
8. It is RECOMMENDED that Members support the creation/dedication of a Public Bridleway and the upgrade of Footpath 503 to Bridleway, and submit any comments agreed at the meeting.

For further information, please contact:

Mrs Jo Hurd
Deputy Town Clerk
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jo.hurd@ringwood.gov.uk



Item No.	Name	Recent developments	Resource use				Finish in 2019-20?	Notes
			Finance			Staff time		
			Cost & source	Spent to date	Predicted out-turn			
Projects with budgetary implications (bids included in 2019-20 budget)								
A1	Play equipment replacement	Painting and snagging issues have been resolved. The final stage payment has been released.	£44,000 Reserves	£44,000	£44,000	Minimal	Finished	Funded £40K from earmarked reserve with balance from general reserve. This item will not be updated further.
A2	War Memorial repairs	Architect has discussed project with War Memorials Trust and is revising the specification in readiness for re-tendering.	£10,000 Grant and budget	£125	Uncertain	Significant	Very unlikely	Carried forward from 2018-19. Pre-application grant form has been approved by WMT. Changes to the specification necessitate re-tendering.
A3	Mansfield Road verge	Support from Rotary has been confirmed. Details now being worked out.	£1,160 Donation?	£0	£1,160	Minimal	Possible	Carried forward from 2018-19.
A4	Carvers Rec improvements	See report for specific agenda item at meeting on 6 th November.	£10,000 CIL	£4,300	£10,000	Moderate	Probable	Carried forward from 2018-19.
A5	Grounds department workshop & store facilities	Tendering for the feasibility study is in hand.	£3,000 Budget	£0	£3,000	Moderate	Possible (study only)	Feasibility study into consolidating workshop and storage facilities in new secure facility (inc. financial impacts of implementation)
A6	Tree Management Plan - Survey	SLA entered into with NFDC. Updated advice received on progress and impact of Ash die-back. The first site reports now received.	£5,416	£0	£5,416	Minimal	No	An initial three-year programme to create a database to inform a rolling tree safety inspection regime across the Council's estate
A7	Tree Management Plan – Tree works	Tree works confined to urgent cases only pending outcome of survey work.	£8,060	£0	£8,060	Moderate	N/A	Implementation of the new policy on prioritised tree safety work
A8	Christmas Lights – Replacement/re-procurement	Officers working with contractor to implement agreed scheme.	£17,000 Budget	£0	£17,000	Moderate	Essential	



A9	Pocket Park Boardwalk	Application for flood defence permit submitted to Environment Agency	£? Earmarked reserve	£221	£?	Moderate	Probable	
Projects with budgetary implications (not included in 2019-20 budget but added since)								
Projects with no budgetary implications in 2019-20								
C1	Long Lane recreation facilities development feasibility study	Advice from NFDC and Hants FA officers on project development received.				Significant	Probable	The Clerk and representatives of RTFC continue work to devise a sustainable scheme.
C2	Bickerley drainage works	None.				Moderate	Probable	Officers are working to secure the promised management plan and conclude the compensation claim.





Item No.	Name	Brief description & notes (define scope and quality requirements)	Resource requirements				Budget Bid Priority (specify number)
			Finance		Time and attention		
			Estimated costs (recurrent and non-recurrent), possible sources, other implications, etc.		Members	Staff	
Projects with budgetary implications (for possible inclusion as bids in 2020-21 budget)							
A1	Ash Grove Play Area fence	Replace timber fence	Timber: £3,480 Metal bow-top paling £6,000	Minimal	Moderate	None	
Projects with budgetary implications (for possible inclusion as bids in later budgets)							
B1	Tennis at Carvers Rec	Revive existing and/or provide new facilities. May be considered by Working Party as part of wider development review.	Unresearched at this time				
B2	Land adjoining Poulner Pits	Access and environmental improvements. Delayed pending lease negotiations.	Unresearched at this time				
B3	Footpath extension at The Bickerley	Extend path – previously stalled by objection	Unresearched at this time				
B4	Brockey Sands	Environmental improvement – land ownership unknown	Unresearched at this time				
B5	Land at Folly Farm	Develop leisure use	Unresearched at this time				
Projects with no budgetary implications							
	None						

