

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

24th June 2021

A meeting of the above Committee will be held on **Friday 2nd July 2021** at 10.00am and your attendance is requested.



Mr C Wilkins
Town Clerk

The Council has decided that, for health and safety reasons, until the 28th September its meetings will mostly continue to take place in a virtual environment using Zoom technology only. For legal reasons, these meetings will lack the power to make decisions directly and will, instead, take the form of consultations between councillors and staff at which councillors will seek to agree their collective preference as to how staff should exercise the decision-making powers delegated to them. This meeting will be held via Zoom and the joining details are set out below.

The Council remains committed to transparency in its decision-making processes and members of the press or public who would like to participate or simply observe the meeting are welcome to join the meeting using the same joining details.

Here are the details needed to join the meeting:-

<https://us02web.zoom.us/j/88057488342?pwd=aVJZRkgybStNdmg1MlRkZ3Z3N0Q0T09>

Meeting ID: 880 5748 8342 Passcode: 203255

Everyone is encouraged to join in good time ready for a start of the meeting proper at 10am. In the event of difficulty joining please contact Jo Hurd, Deputy Town Clerk on (01425) 484721 or by sending an email to jo.hurd@ringwood.gov.uk

AGENDA

1. PUBLIC PARTICIPATION

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meetings held on 4th June 2021

5. PLANNING APPLICATIONS

To consider planning applications (*Report A*)

6. NEIGHBOURHOOD PLAN

To receive an update on the Neighbourhood Plan

7. REAL WORKING PARTY

To receive the notes from the meeting of the REAL Working Party on 14th June 2021
(*Report B*)

8. STRATEGIC SITES

To receive an update regarding development of allocated sites (*Report C*)

9. A31 IMPROVEMENT SCHEME

To receive an update on A31 Improvement Scheme

10. PROJECTS (current and proposed)

To consider the officers' report (*Report D*), receive any verbal updates and agree next steps where necessary

11. NFDC/NFNPA PDCC

To review applications that are due before NFDC/NFNPA Planning Development Control Committee

If you would like further information on any of the agenda items, please contact Jo Hurd, Deputy Town Clerk, on (01425) 484721 or email jo.hurd@ringwood.gov.uk.

Committee Members

- Cllr Philip Day (Chairman)
- Cllr Rae Frederick (Vice Chairman)
- Cllr Andrew Briers
- Cllr Gareth Deboos
- Cllr Hilary Edge
- Cllr Peter Kelleher
- Cllr Gloria O'Reilly
- Cllr Tony Ring
- Cllr Derek Scott
- Cllr Glenys Turner

Student Advisors

Permission (1)	Recommend Permission, but would accept planning officer's decision
Refusal (2)	Recommend Refusal, but would accept planning officer's decision
Permission (3)	Recommend Permission
Refusal (4)	Recommend Refusal
Officer Decision (5)	Will accept planning officer's decision

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Number	Name	Address	Proposal	Due date	P.B	Recommendation
						Permission (1) Recommend Permission, but would accept planning officer's decision Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons) Permission (3) Recommend Permission Refusal (4) Recommend Refusal (plus reasons) Officer Decision (5) Will accept planning officer's decision
20/10129	Surereed Ltd	25 Market Place, Ringwood. BH24 1AN	RE-CONSULTATION: Convert 25A Market Place into a dwelling, conversion of Coach House into dwelling, change of use of 25 Market Place from A4/A3 with staff accommodation above to a flexible use for B1(a) offices, A2 (professional services) or A1 (retail) and self-contained flat, new access to Strides Lane and the construction of six dwellings with associated gardens, parking spaces and car ports (AMENDED PLANS) view online here	25.6 Extn to 2.7	N	
21/00484 NFNPA	Mrs Horgan	The Wilds, Hightown Hill, Ringwood. BH24 3HQ	Greenhouse view online here	13.7	Y	
21/00525 NFNPA	Mr Durward	Moorhayes, Crow Hill, Crow, Ringwood. BH24 3DQ	Greenhouse view online here	9.7	Y	
21/00527 NFNPA	Mr Bourn	Byways, Hightown Hill, Ringwood. BH24 3HG	Dwelling; pool building; stable block; associated landscaping; demolition of existing outbuildings view online here	30.6 Extn to 2.7	N	
21/10247	Mr & Mrs Oxby	Duporth, Gorley Road, Ringwood. BH24 1TJ	Flat roof rear extension view online here	16.7	Y	

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21/10346	Mr Palmer	24, Highfield Avenue, Ringwood. BH24 1RH	RE-CONSULTATION: Side extension utility room and car port; rear extension to create lounge; change roof line to add three bedrooms and two en suite bathrooms view online here			
21/10770	Mr and Mrs Wanstall	42, Victoria Gardens, Ringwood. BH24 1FD	Porch; single-storey rear extension and alterations to garage view online here	2.7	Y	
21/10792	Mr. and Mrs. Man	115, Eastfield Lane, Ringwood. BH24 1UW	New chalet dwelling and amend parking view online here	25.6 Extn to 2.7	Y	
21/10794	Mr & Mrs Shering	32, Pelican Mead, Hightown, Ringwood. BH24 3RH	Single-storey front extension; use of garage as ancillary living view online here	2.7	Y	
21/10799	Mr Cooper	Twynham Farm, 53 North Poulner Road, Ringwood. BH24 1SW	Single-storey rear extension view online here	2.7	Y	
21/10818	Mr & Mrs Gray	10 Hampton Drive, Ringwood. BH24 1SL	Roof alterations to include side & rear dormers in association with new first floor; Juliette balcony; front & rear extensions view online here	2.7	N	
21/10850 (NFE064)	HCC - Ringwood Church of England Infant School	Ringwood Church of England Infants School, School Lane, Ringwood. BH24 1LG	Replacement of 6 x number critical window sets view online here	8.7	N	
21/10851	Mr Dennison	10, Orchard Close, Ringwood. BH24 1LP	Single-storey unit comprising bedroom, bathroom and living room view online here	9.7	N	
21/10872	Mrs Harrison	5, Frobisher Close, Poulner, Ringwood. BH24 1UH	Single-storey side extension; internal alteration view online here	16.7	N	

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21/10873	Mr Tiller	2, Middle Lane, Ringwood. BH24 1LE	Children's climbing frame in rear garden (Retrospective) view online here	23.7	N	
21/10898	Mr & Ms Seymour & Titley	91, Northfield Road, Ringwood. BH24 1SR	Raise ridge height in association with new second floor view online here	16.7	N	
21/10900	Ms and Mr Russel and Chilcott	4, Hawkins Close, Poulner, Ringwood. BH24 1UQ	Single-storey rear extension view online here	16.7	N	
CONS/21 /0278	Mrs C Jenkis	5, Hightown Road, Ringwood. BH24 1NQ	Poplar x 1 – Fell this link	2.7	N/A	
CONS/21 /0296	Mr Peacock	Car Park Adjacent To 20 Kingsbury's Lane, Ringwood. BH24 1EL	Ash x 1 – Prune this link	19.7	N/A	
CONS/21 /0312	Mr Olden	Springfield House, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Fell 1 x Silver Birch tree Fell 1 x Bay Laurel Pollard 1 x Willow tree Fell group of 2 x Conifer trees this link	7.7	N/A	

Ringwood Environmental Action Leadership (REAL) Working Party

Notes of meeting held on Monday 14th June at 4pm on Zoom

Present: Lindsay Andrews
Francis Charlton
Cllr Gareth DeBoos (Chair)
Mary DeBoos
Cllr Rae Frederick
Cllr Tony Ring
Cllr Glenys Turner

In Attendance: Christopher Wilkins – Town Clerk

Absent: Toby Dedrick, Milinda Harding, Chantelle Monck, Cllr Gloria O'Reilly, Ruth Port, Leon Thompson and Heather Whatmore

1. Apologies for absence

Apologies for absence had been tendered by Milinda Harding, Chantelle Monck, Cllr Gloria O'Reilly, Leon Thompson and Heather Whatmore and were accepted.

2. Declarations of interest

No disclosable pecuniary interests were declared.

3. To agree notes of last meeting

The notes of the last meeting were agreed as accurate.

4. Feedback from Ringwood Town Council Committees

GD provided a brief update on LCWIP.

GT asked for clearer signage on new footpaths to make cyclists aware they are for pedestrians.

5. Impact Analysis and Comparison Tool

CW demonstrated an on-line tool for exploring the Carbon Footprint of a Parish and to compare this to other parishes. Members of the working party are encouraged to explore the tool (<https://impact-tool.org.uk/>) and consider what actions this might mean for the future. The tool was developed by the Centre for Sustainable Energy and Exeter University who have also asked for donations to ensure the tool is maintained and kept up to date.

6. Ringwood Neighbourhood Plan Update

GD provided an update on the Environment Team's work for the Neighbourhood Plan. They are currently looking at policies in the areas of environmental standards for new housing, biodiversity and habitats.

7. Updates from workstreams

- a. **Trees for the Future** Plans progressing for planting areas identified with the NFDC which will be planted during 2021 and 2022.
- b. **Transition Ringwood** Community Allotment progressing well, and plans being put together for planting at Kingfisher Way.
- c. **RTC Tree Policy** No report.
- d. **Make, Do and Mend** The pop-up shop has been a great success.
- e. **Doing Our Bit** It was hoped that easing of lockdown restrictions will allow a second audit of RTC annual energy usage.

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- f. **Putting Plastic in its Place** LA provided an update on recent events, including the very successful litter pick. She also introduced the potential for a Keep Cup scheme in the Future. MD to provide details to TR in order to ascertain the right contact within NFDC.
- g. **Transport** No report.
- h. **Litter** The recent litter pick was praised again and seems to have resulted in a long-term reduction in littering.

There were no recommendations requiring committee approval but actions for group members will be set out in a monthly actions list.

8. Any other business

CW agreed to approach the Academy in order to nominate new student advisors for this working party when the next term starts.

MD asked that the ECO Fair be added to the next agenda.

GD will send out an email to check that the existing team working party members want to remain on the working party.

9. Upcoming meetings – to note the following dates

Friday 13th August at 3pm (Zoom)

There being no further business, the meeting closed.

RING 3 – Beaumont Park, (Land at Crow Arch Lane and Crow Lane), Crow, Ringwood BH24 3DZ

Planning Permission Refs: 13/11450 Outline Application 175 dwellings

Details granted through: 16/11520 – Phase 1 - 62 dwellings;

17/11358 – Phase 2/3, care home, business use, POS, landscaping;

17/11309 Reserved Matters– Phase 2, 113 dwellings.

18/11648 - Development of 20 dwellings comprised of semi-detached houses; terraces; 1 block of flats, bin & cycle store; detached garages; public open space, landscaping, internal access arrangement and ancillary infrastructure.

The highways contractor have completed the construction of the raised table in the entrance road of the main development. They have also snagged the roadways and kerbs in that section, laid the top dressing (road surface) and have opened up the pedestrian link between the Northern Western SANG and the Southern SANG, as they said they would. This gives the public a direct walking route from the North to the South of the development along the Western side of it.

The soft landscaping continues across the site, but is not completed yet.

The Planner met with the Developer, our Chief Planning Officer and our Open Spaces Officer to go through the remaining works and snags across the site to ensure that everyone had an update as to what was required to be carried out.

The construction of the younger children's play area adjoining the Phase 3 development continues with the play equipment and benches having been installed and the tiger mulch matting having been laid. There are further works to be carried out here before the Developer can apply for the required safety certificate.

The occupation of the affordable housing in the last phase of the development is nearly complete. There appeared to be only 2 flats and 1 house left to occupy when I last visited site. These are likely to be occupied shortly.

Regular monitoring of this site by the Site Monitoring Officer will continue in the short and medium term.

RING3 – Occupation Status – 19th May 2021



Phases 1 and 2

Southern Phases



Occupation Status

- | | |
|---|--|
|  Not commenced construction |  Reserved |
|  Under construction |  Exchanged |
|  For Sale |  Occupied/Completed |



Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress	Pre-application planning advice received. VAT consultant's initial advice on business arrangements received. Discussions on the detail of business and legal arrangements commenced. Surveys required for planning application ordered. AGP tenders received. Other procurement being planned.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	No financial commitment yet
FC2	Strategic Plan	On hold - awaiting officer availability		Exploring ideas for medium term planning	Town Clerk	N/A
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Steering Group met to consider risks associated with NFDC Local Plan Part 2 review; changes in national policy; and resourcing the project. Agreed to continue to prepare NP, with 4 Team leads project managing for the time being. Grant of £5,000 awarded to cover consultants' fees, as per the Project Plan.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	In progress	HCC has appointed contractors and confirmed works will be carried out in August 2021, following completion of the works in West Street.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks completed on 1 April. Annual stream clearance to be carried out by volunteers in September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	In progress	West Street junction with A31 closed and traffic flow reversed in Meeting House Lane. Works in West Street ongoing to end July 2021. Works to divert water main commenced. Works on A31 to commence October 2021 and due for completion by November 2022.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	In progress	Work in Mansfield Road delayed until September. Pipe laying across Bickerley has commenced. Work to begin in Bickerley Gardens in August. Site compound in place at the southern end of Bickerley until end of year.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Pedestrian crossings Christchurch Road	Completed		Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Hampshire CC	Developers contributions
	Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
	Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
	Cycleway signage and improvements	Completed		New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Hampshire CC	HE Designated Funds
	Carvers footpath/cycle-way improvement	Completed		Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	Developers' contributions paid to HCC to implement. RTC carried out clearance on behalf of HCC so that the path is accessible through the summer, prior to surfacing.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
Policy & Finance Committee						
PF1	Website renewal	In progress	The basic structure and layout of the new site has been agreed and created. Work on filling in the content (both new and by transfer from the existing site) is continuing.	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	Funded from agreed budget.

PF2	Greenways planning permission renewal	Cancelled	Committee decided on 17 Feb 2021 not to seek renewal	Preparing a planning application to renew the lapsed permission for a detached bungalow	Town Clerk
PF3	Youth Detached Outreach work	In progress	A third party provider has been appointed and is recruiting the workers needed.	To provide youth workers for detached outreach work	Carvers Manager
PF4	Review of governance documents	In progress	Intermediate review of Financial Regulations will be undertaken over the summer.	Periodic review of standing orders, financial regulations, committee terms of reference, delegated powers, etc. to maintain suitability and fitness	Town Clerk
PF5	Poulner Lakes Lease	On hold - awaiting track maintenance solution	A site meeting to assess technical options for future track maintenance was held on 9th March. A report will be presented to the Recreation Committee for consideration at its meeting on 7th July.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk

Recreation, Leisure & Open Spaces Committee

RLOS1	War Memorial repair	In progress	The repair has been completed. An inspection and maintenance regime is being devised and a re-dedication ceremony is being planned, with a provisional date of 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony to follow.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	Completed	Fresh gravel has been laid. No structural change is feasible at present.	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Town Clerk	Nothing yet committed or agreed
RLOS3	Public open spaces security	In progress	The agreed works have all now been completed and a proposal by community groups to plant the new earth bunds has been accepted.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Revised budget of £6,300 for emergency measures agreed.
RLOS4	Grounds department sheds replacement	In progress	Clr Briers met grounds staff to define needs and the project scope in order to prepare an outline specification.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Capital budget of £10,000
RLOS5	Cemetery development	In progress	Contact has been re-established with the firm previously consulted about building a columbarium. A report will be given to the Committee meeting on 7th July.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (but unlikely to finish in 2021-22 and therefore to be carried into an earmarked reserve)
RLOS6	Community Allotment	Concluded by adapting to ongoing processes	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special arrangement needed for community growing area at Southampton Road	Town Clerk	
RLOS7	Bowling Club lease	On hold during pandemic restrictions		Request by Ringwood Bowling Club for lease to be extended in space and term for a replacement club-house.	Town Clerk	
RLOS8	Ringwood Youth Club	On hold awaiting officer availability		Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS9	Aerator repair	Completed	The attachment has been returned and is back in service following the overhaul.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	The first 17 bins have been delivered and are being installed as pressure of work allows. More will be ordered later this year.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS11	Ash Grove Fence repair	Completed	The grounds foreman has inspected the completed fence and signed off the final payment to the contractor.	Replacing the worn-out fence around the play area	Grounds Foreman	
RLOS12	Van replacement	On hold awaiting officer availability		Replacing the grounds foreman's diesel van with an electric vehicle	Grounds Foreman	
RLOS13	Bickerley compensation claim	In progress	Officers presented a report at the meeting on 21st April.	Statutory compensation claim for access and damage caused by drainage works	Deputy Clerk	
RLOS14	Poulner Lakes waste licence	On hold awaiting officer availability		Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS15	Acorn bench at Friday's Cross	In progress	Arrangements with Men's Shed are proceeding and the materials have been bought	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability	Preliminary contacts with PCC and Conservation Officer	Possible re-paint of this important survival, part of a listed structure	Town Clerk	
RLOS17	New allotments site	In progress	Practical Completion of site agreed following inspection. Decision to proceed agreed at February meeting. Legal work in progress.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	
RLOS18	Cemetery map and registers digitisation	In progress	Registers have been scanned. Digital map is being prepared.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Capital budget of £5,000
RLOS19	Carvers Strategic Development	In progress	A recommendation from the Carvers Working Party will be considered at the meeting on 7th July.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	



Staffing Committee

S1	HR support contract renewal	In progress	Discussions initiated.	Town Clerk
S2	Finance Staffing review	In progress	Agreed changes (both temporary and permanent) are being implemented. Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Town Clerk

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Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
None							
Planning Town & Environment Committee							
	Climate emergency	Minor funding to support local initiatives	Cllr DeBoos	REAL WP debating vision and plans for 2021	Budget bid to undertake in 2021-22 approved	£1,000	
	Roundabout under A31	Planting and other environmental enhancements		Area being used by Highways England for storage of materials during works to widen the A31.	Floated as possible future project		
	Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches			Floated as possible future project Floated as possible future project		
	Dewey's Lane wall	Repair of historic wall		Re-build/repair options and costs are being investigated	Shelved as a TC project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	Poulner Lakes	Developing and improving facilities	Cllr Heron		Floated as possible future project		
	Brockey Sands	Environmental enhancements to this area between the Bickerley and the Millstream	Cllr Day		Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
Staffing Committee							
None							