

Ringwood Town Council

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

RECREATION, LEISURE & OPEN SPACES COMMITTEE

Dear Member

25th April 2024

A meeting of the above Committee will be held on **Wednesday 1st May 2024** at 7.00pm in the Forest Suite, Ringwood Gateway and your attendance is requested.



Mr C Wilkins
Town Clerk

AGENDA

	<u>Time estimate</u>
1. PUBLIC PARTICIPATION There will be an opportunity for public participation at the start of the meeting	Up to 15 minutes
2. APOLOGIES FOR ABSENCE	1 minute
3. DECLARATIONS OF INTEREST	1 minute
4. MINUTES OF THE PREVIOUS MEETING To approve as a correct record the minutes of the meetings held on 3 rd April 2024	1 minute
5. EVENTS MANAGEMENT To receive the notes of the Events Management Sub-Committee meeting on 17 th April 2024 (<i>Report A</i>)	5 minutes
6. CARVERS MASTERPLAN To receive and consider adopting the final version of Carvers Masterplan (<i>Report B</i>)	15 minutes
7. PROJECTS (current and proposed) To consider the officers' report (<i>Report C</i>), receive any verbal updates and agree next steps where necessary	5 minutes
8. EXCLUSION OF THE PRESS AND PUBLIC To consider exclusion of the press and public from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1(2), to transact business for which publicity would be prejudicial to the public interest by reason of its confidential nature	1 minutes

Time estimate

15 minutes

9. UNAUTHORISED ENCAMPMENTS

To consider the Town Clerk's report (*Confidential Report D*)

If you would like further information on any of the agenda items, please contact Chris Wilkins, Town Clerk on (01425) 484720 or email chris.wilkins@ringwood.gov.uk.

Committee Members

Cllr Andrew Briers (Chair)
Cllr Becci Windsor (Vice Chair)
Cllr Gareth Deboos
Cllr Mary DeBoos
Cllr Janet Georgiou
Cllr Rae Frederick
Cllr John Haywood
Cllr Peter Kelleher
Cllr James Swyer
Cllr Glenys Turner

Officers

Chris Wilkins, Town Clerk
Nicola Vodden, Office Manager

Copied by e-mail to other Members for information

Events Management Sub-Committee

Notes of meeting held on Wednesday 17th April 2024 at 1230, at Ringwood Gateway

Present: Cllr Rae Frederick (Chair)
Cllr Becci Windsor
Cllr James Swyer
Cllr John Haywood
Cllr Mary DeBoos

In attendance:
Charmaine Bennett, Events Manager
Sam Bracher, Office Administrator

1. Apologies for Absence

None

2. Declarations of interest

No interests were declared.

3. Minutes of the previous meeting – 20th March 2024

RESOLVED: That the minutes of the meeting held on 20th March 2024 having been circulated, be approved, and signed as a correct record.

4. Fireworks

The event manager led a discussion on options for ticketing at future firework events. Currently the only option for purchasing an advanced ticket is face to face through Ringwood Gateway or Carvers Clubhouse by cash or card. The customer is then issued with a paper ticket for each paying attendee to hand over on the gate. Tickets purchased in advance are sold at a reduced rate. There are then higher priced tickets available to purchase on the night.

Pros

- Advanced tickets are non-refundable so it protects the council and council taxpayers should the event be cancelled, for example due to the weather.
- A simple/straight forward set up in the lead up to the event and on the night.
- Allows branding on tickets for main sponsor.
- Prioritises local resident as the venues to purchase tickets are only in Ringwood.

Cons

- Difficult to gauge numbers attending as those with a disability, their carers and preschoolers go in free and do not require a ticket. This means that as the event grows in popularity there is a fear we may end up turning people away on the night if we can't accurately state if we have reached capacity.
- Card payment machine can be unreliable on the event night.

It was noted that last year 23% of tickets were sold in advance and 77% sold on the night.

The committee would ideally like to swap this around, so the majority of tickets are sold in advance.

An option for consideration is to sell tickets online through a ticket agent. The event manager has had an initial conversation with an agent and highlighted the fact that this would allow us to manage ticket sales more accurately, changing pricing and availability to suit demands and scan people into the event.

It was agreed by the committee that the following issues need to be considered moving forward.

- There must still be an option for people to pay cash on the gate for tickets but would consider reducing numbers of on the night tickets available.
- The priority is making sure we know how many people are on site so the event does not go over capacity. It may require a counting out system for families leaving after the first fireworks display.

ACTIONS:

1. Cllr DeBoos to do a follow up call with another online ticket agent for comparison.
2. The event manager and Cllr DeBoos to find out more from ticket agents on how we count out spectators as they leave the event site.
3. All members of the group to go away and research further how online ticketing could benefit the event and iron out any queries raised.

5. D-Day 8th Anniversary

The event manager confirmed that she has spoken to Greyfriars who are going to decorate the front on their building for the lead up and event date.

ACTIONS:

1. The event manager to create a dedicated D-Day page on the website detailing activities in the town.
2. Cllr Windsor to follow up with her supplier of the Beacon to confirm final costings and the height of the structure.
3. The event manager to do an on-site visit to look for a suitable location for the Beacon, away from trees and hedges.
4. The event manager to liaise with Reverend Terry Roberts on the official reading that needs to take place at the event.
5. Cllr Frederick to follow up with Prices Fish & Chips and other fish and chip providers to ensure they are aware of the event and on board with the promotions.

6. Family Fun Day

After cancelling the first event in April due to poor weather, the event manager confirmed that NFDC are happy for the money budgeted for this, to be carried over to the next event scheduled on 24th July.

She also wants to add a live music aspect to the event. If budget allows it would be good to look at small stage/AV equipment hire.

ACTIONS: 1. The event manager to look at the possibility of an open mic session at the event, hosting young local talent and a story telling corner with local contact.

7. AOB

Cllr Swyer informed the group that he met with the Programme Director of Culture in Common (<https://cultureincommon.co.uk/>). They've been given £1m by the Arts Council to spend on creative arts in the New Forest, primarily targeted at those who don't regularly access them or need more funding to run them and would welcome a meeting to discuss how they could add any value to Ringwood events.

ACTIONS: 1. The event manager and Cllr Swyer to follow up on the above.

There being no further business, the meeting concluded at 13:40

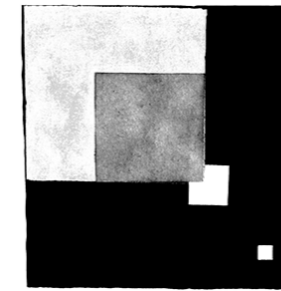
The next Event Sub-Committee meeting – Wednesday 15th May at 12:30, 1st Floor Meeting Room, Ringwood Gateway

RECEIVED

APPROVED

RLOS COMMITTEE CHAIRMAN

SUB-COMMITTEE CHAIRMAN



NEW ENCLOSURE
LANDSCAPE CONSULTANTS

B

specialists in the creation of spaces
for people and nature

LANDSCAPE MASTERPLAN

Carvers Recreation Ground

for

Ringwood Town Council

Wednesday 27th March, 2024
Project reference: 361_Carvers Recreation Ground

Rev: First issue (23rd June, 2023)
A (28th June, 2023) Additions to masterplan package
B (9th February, 2024) Post consultation revisions
C (27th March, 2024) Post consultation revisions

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I N T R O D U C T I O N

A masterplan is a dynamic and ever changing entity, nevertheless, this masterplan presented herein, can be considered final in that it draws to a close the culmination of a multi stage process that has included town councillor consultation meetings, site visits, discussions around outline sketches, and more recently, a public consultation. It is at this stage that the masterplan be used as a piece of work that supports the pursuit of funding opportunities to realise the masterplan on the ground.

The overall purpose of the masterplan is to ensure the development of the recreation is coherent, attainable, and pertinent to the needs of the community which it serves. It aspires to provide a shared vision of the recreation ground.

The masterplan is presented in three parts:

- 1 - a high level appraisal of landscape context across regional, town, and site scales;
- 2 - the masterplan itself complete with concisely annotated guidance notes;
- 3 - and a break down of the main moves proposed for the recreation ground with accompanying precedent images and high level notes on considerations required for more detailed design work as and when required.

This work takes the meaning of landscape in its broadest sense. We are not just talking about formulating proposals for shaping landform and planting on the land. Rather, how we can compose a positive future vision for the recreation ground that considers the diverse human and natural influences that feature at the recreation ground, in Ringwood, and the wider surrounding landscape.



Regional

Ringwood’s wider landscape setting is influenced by the Avon Valley to the east and the New Forest to the west (fig 1). Each of these components are highly valued landscapes and should be used to inform decision making and the design of Carvers Recreation Ground. This is particularly relevant for any future, more detailed exploration of proposed works at the recreation ground, which will demand a clear demonstration that landscape context has been understood and is reflected in proposals for change at the recreation ground. Whether that be appropriately selected plant species to reflect the local native flora, to ensure the local regulatory context has been adhered to, or to secure funding for works implementation.

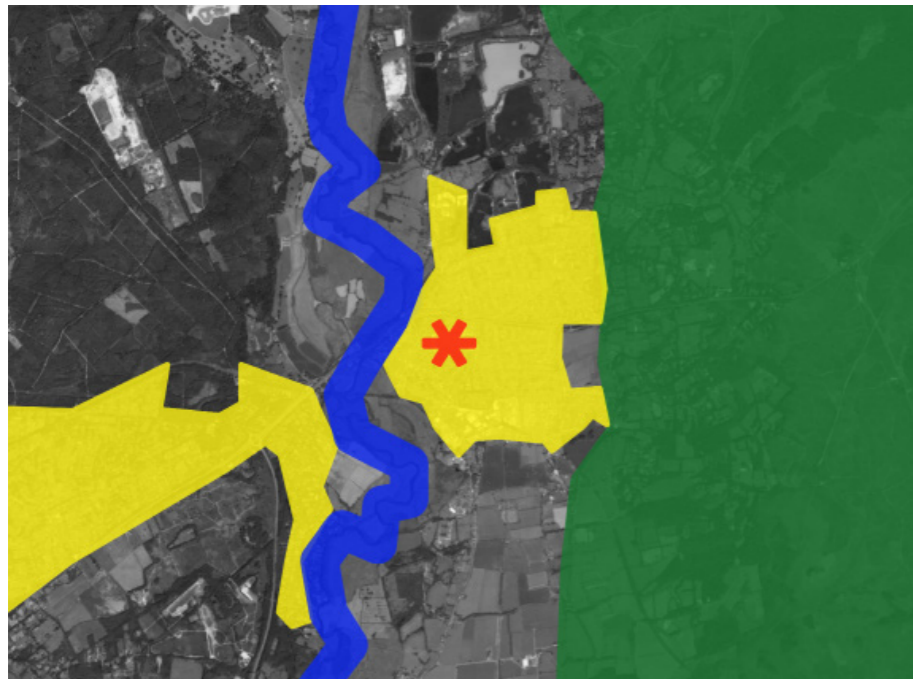


Figure 1: Regional Context: site (red star); River Avon (blue fill); green (New Forest NP); urban area (yellow)

Local

Carvers Recreation Ground’s proximity to Ringwood Town centre serves as a great opportunity to make the two more accessible to each other (fig 2). The potential of Carvers as a major destination in Ringwood can be made clearer through encouraging easier access and more attractive routes to journey there.

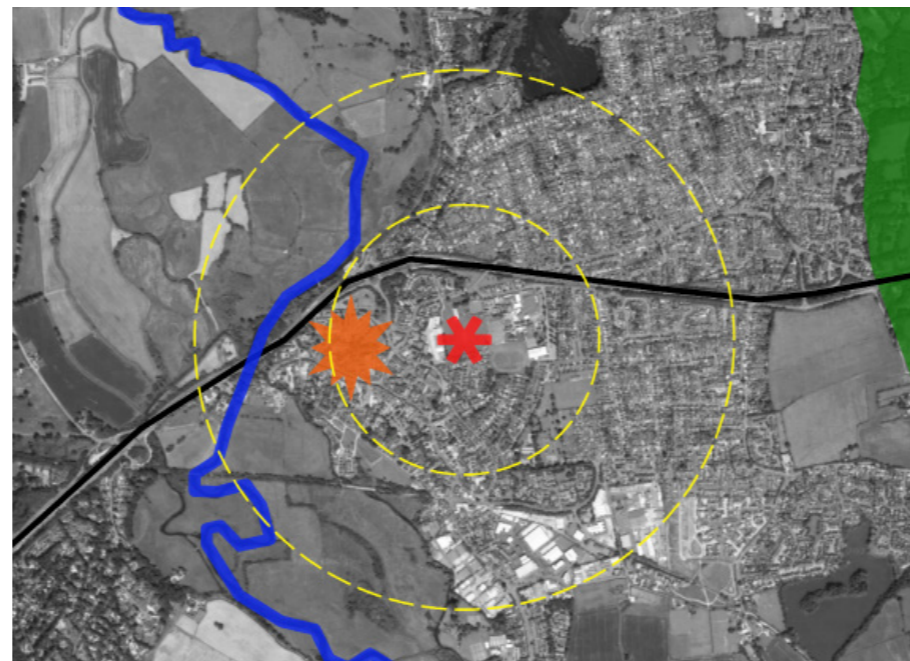


Figure 2: Local Context: site (red star); town centre (orange star); River Avon (blue fill); New Forest NP (green fill); 500m and 1km distances from Carvers (inner and outer dashed yellow line)

Site

There are a number of green spaces in close proximity to Carvers Recreation Ground. Many of which have more of a naturalistic quality. They are typically modest in size. The Avon Valley Path runs closely to the west of the site (fig 3). It is clear that any proposals for the recreation ground are informed by these neighbouring green spaces. Most notably, how they might be better connected in terms of the ecology of the area but also better connected for the people of Ringwood. By extension, it is important to assess the recreational offering of these other spaces to ensure that the proposals at Carvers are pertinent to the needs of the town. That they compliment the existing offering.

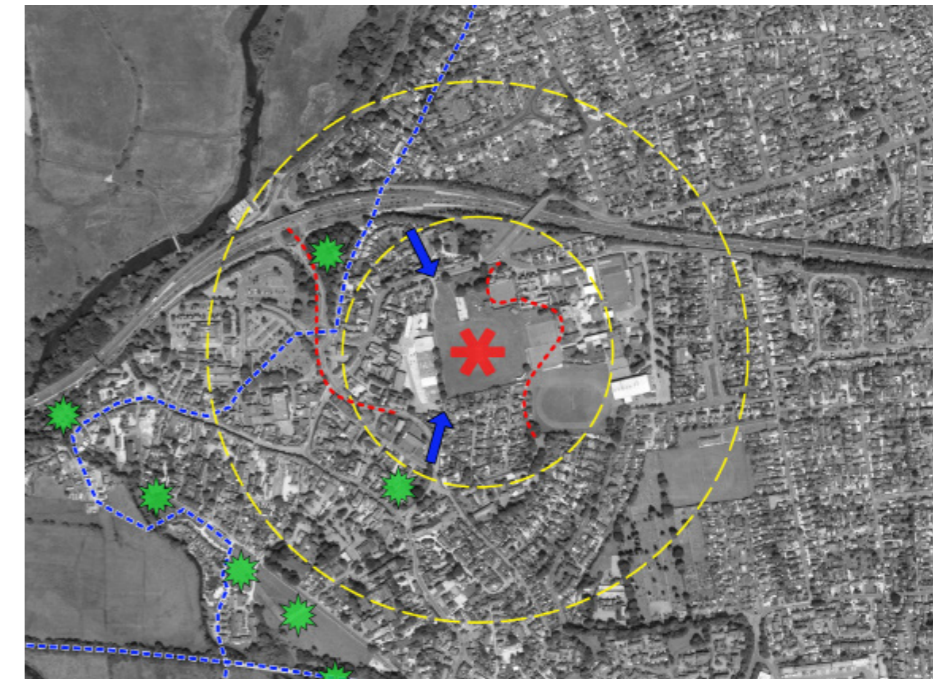


Figure 3: Site Context: site (red star); neighbouring public open spaces (green star); points of access (blue arrow); Avon Valley Path & other PRow (blue dashed line); barriers to entry/access - perceived and actual (red dashed line); 250m and 500m distances from Carvers (inner and outer dashed yellow line)

C H A R A C T E R A R E A S **B**

- (A)** Clubhouse Reimagined
- (B)** Pavilion Link
- (C)** Open Glade Woodland
- (D)** Multi-use Games
- (E)** Ecology Activity Trail
- (F)** Newly Presented Entrances
- (G)** Edge Avenue Path
- (H)** Open Recreation
- (I)** Car Parking Resolved

Notes

Please refer to the preceding sections for further information regarding character areas. The masterplan on this page is for illustrative purposes, please refer to the end of the document for a scaled version.



C H A R A C T E R A R E A S

- (A) Clubhouse Reimagined
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T O W A R D S M A T U R I T Y

As the scheme matures, notably with regard to the proposed new trees, the atmosphere of the recreation ground will evolve. The projection to the left shows in simple terms what the canopy cover might look like as the trees reach maturity (~25-50 years) and takes into consideration the growth habitat of the type of trees that will be specified.

Although not shown, it is reasonable to expect existing trees will grow larger and in some instances get to the end of their lives. In the instance of the latter it is suggested that in addition to the proposed new trees, additional successional tree planting is considered to ensure the tree stock remains vibrant and healthy.

Notes

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IMPLEMENTATION

There are some elements of the masterplan that will be relatively easy to implement. First and foremost, by altering the mowing regime the 'wildflower' areas can begin to be established. Depending on the desired outcome it may be that the areas in question are specially prepared and seeded. Much of the tree planting, particularly in areas away from elements of the masterplan that will follow at a later date can also be implemented early.

Further to these soft landscape items, there are other 'smaller' works such as the outdoor gym, storage container, green-roof cycle stores, and ecological trim-trail that will likely have less demanding funding requirements and as such it may also be possible to implement these relatively early.

Works such as the reframed entrances, 'overflow' parking, and games area will require more substantial funding to implement and in some instances, if not all, will require planning permissions to be obtained. As such it is likely that these will require a more generous programme.

Regarding implementation generally, further engagement will be required with New Enclosure to clarify the detail of the proposals. It is important to be attentive to the specific setting of each intervention. In particular with regard to root protection areas, vehicle access requirements, handling topography, and appropriate plant (and tree) species selection.



MAINTENANCE & MANAGEMENT

Challenges presented by the prevailing economic and climatic context mean a sustainable approach to the maintenance and management of the recreation ground is required.

Such an approach need not be deleterious in nature and changing perceptions over the last decade, in particular, have made a lower input maintenance approach more widely accepted and in many instances more desirable to a more 'manicured' approach.

Further, generally speaking, a lower input maintenance regime encourages a more vibrant ecological diversity.

Some overarching principles include:

- A reduced / lower input maintenance regime i.e. less frequent mowing and hedgerow cutting
- Disposing of suitable maintenance arisings on site to reduce time and fund spent on disposing of arisings off site
- Ensure newly proposed soft landscape is chosen for its suitability for a changing climate e.g. drought tolerant trees thereby requiring less watering particularly, during the trees establishment



M A I N M O V E S

Provision of quality outdoor communal amenity space gives the people of Ringwood and its visitors liveable space that serves a range of needs. It also contributes to the urban network of green spaces that help this area respond to 21st Century challenges.

Consideration has been made to ensure the proposed landscape masterplan is safe and accessible which is evidenced by measures such as wide and level paths, and good natural surveillance. Bike storage (with suggested green roofs) encourages use of a sustainable and healthy mode of transport.

Opportunities for planting have been maximised and provide a blend of ecological, aesthetic, and climatic benefits. All planting is proposed to be native/naturalised and will be selected to ensure a range of ecological and aesthetic benefits are met. A range of growth habits, flowering times and types will be chosen to support a range of biodiversity and work within and elevate the site's existing ecological framework. In the pursuit of sustainability best practice, it is suggested that the soft and hard landscape proposals allow for a low intensity maintenance operation and use locally sourced materials and/or those with a low carbon footprint.

The masterplan provides a frame for Carvers Recreation Ground to mature from its valued existing base. The hard and soft landscape interventions throughout the masterplan work together to provide welcoming points of access and clear character areas that serve a range of purposes. From private individual reflection to larger social group gathering. Further to the human element, there is a clear ecological thread running throughout the landscape proposals. In many instances these human and natural threads have been bound together, such as with the 'Ecology Activity Trail'

The masterplan has been designed to ensure management and maintenance requirements support the creation and ongoing provision of an attractive recreation ground that has long term sustainability at its core.

Main Moves

A reframing of the existing offering at the Clubhouse. A newly proposed landscape delineates space between the skate park and the primary users of the clubhouse. In the case of the latter, clear areas are made to cater for different needs. A splash pad / fountain within a sensory garden, open lawn, and statement parasol trees that frame an attractive outdoor space compliment the existing offering at the Clubhouse and maximise its potential as a destination in Ringwood for people to gather. A new entrance to the east of the playground further binds the proposals for this area together. Further interventions include: attractive timber clad storage containers and additional bicycle parking with green roof.

Considerations

- Consult with regular users of the Clubhouse to ensure it meets their respective needs.
- Explore the opportunity to create a more direct access point into the playground. Particular care is to be taken regarding root protection areas of existing trees and topography.
- Ensure good natural surveillance is retained to safeguard security.
- Ensure splash pad / fountain requires minimal maintenance input.
- Ensure spaces are effectively sheltered from sun and wind by well positioned planting.

Keywords

WELCOMING & INCLUSIVE

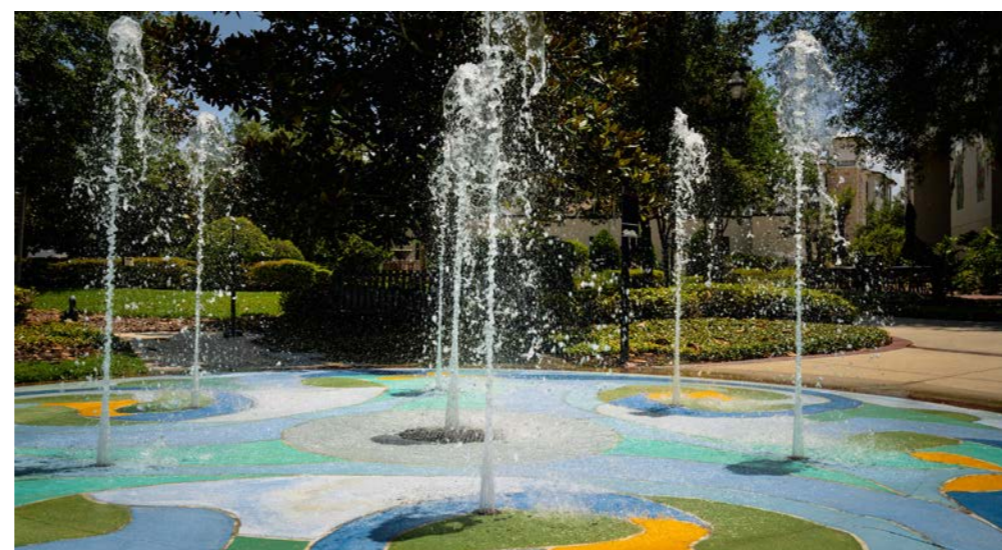
SOCIAL GATHERING

ACTIVITIES & EVENTS

SHADE & SHELTER

SENSORY PLAY

THE HEART OF CARVERS



Outline Moves

A link is created between the Clubhouse and Pavilion. A simple path with recessed seating areas and specimen trees make an attractive space serving as a place to take in the views across the recreation ground in a more tranquil setting away from the active front face of the Clubhouse. Although not shown on the plan, it is possible that e.g. arbors or pergolas could be included to further elevate this area.

Considerations

- Consider possible future uses for the pavilion.
- Ensure arbor / pergola construction is robust and does not allow for misuse, for example, climbing.

Keywords

- REIMAGINING THE PAVILION
- PART OF A PERIMETER WALK
- A PLACE TO SIT & REFLECT
- FORMAL CONNECTION TO THE GAMES AREA
- A MORE INTIMATE PLACE TO GATHER
- IMPACTFUL SPECIMEN TREES
- IMPROVING NAVIGATION AT CARVERS
- ENHANCING CLUBHOUSE PRESCENCE



Outline Moves

A bold programme of tree planting and wildflower in the eastern and southern portions of the site brings a much needed naturalistic addition to the recreation ground. This caters for the ecology of the area as well as an interesting and exciting addition for park users to experience. It is proposed that arisings from grounds maintenance can be utilised in the creation of e.g. log piles and ‘dead hedges’.

Considerations

- Ensure density of tree planting is such that still allows an openness to the wooded area for both atmospheric effect and to retain good natural surveillance.
- Integrate ecological interventions (log piles, etc.) as well as elements that serve the ‘Ecological Activity Trail’.
- Align planting such that the works yard is sufficiently screened whilst not jeopardising its smooth operation.
- Ensure the paths and seating cater for all users of Carvers

Keywords

SOCIAL MEETING PLACE

LOW MAINTENANCE

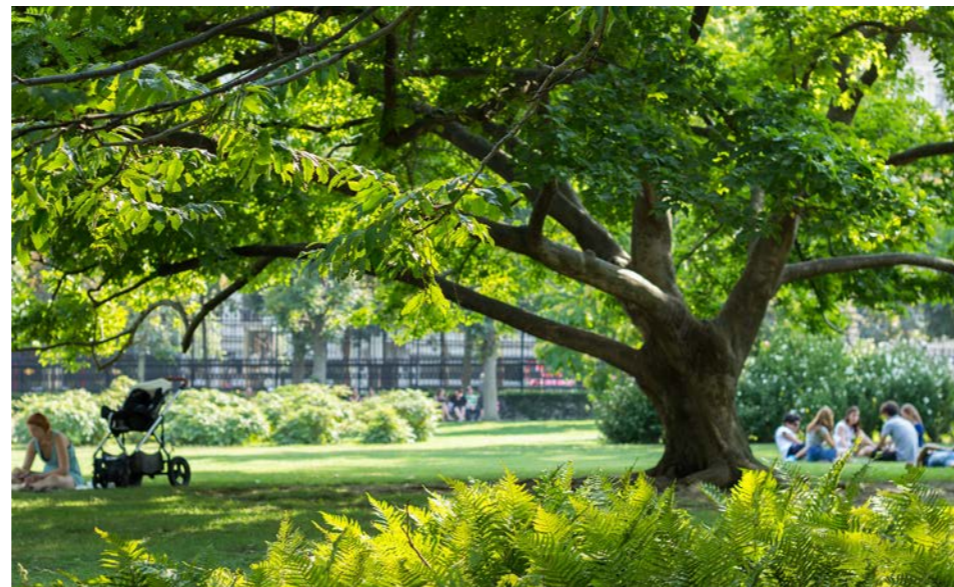
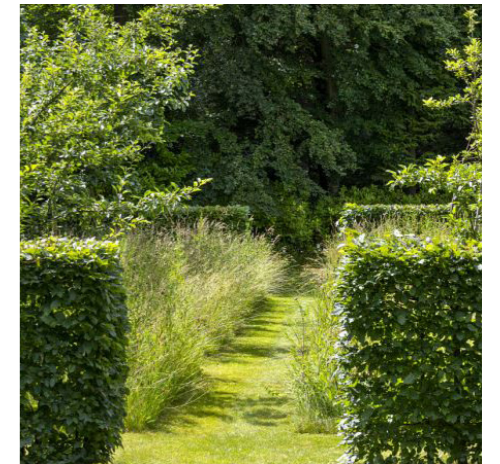
FOR PEOPLE & NATURE

NATURALISTIC DESIGN

SEASONAL INTEREST

RELECTIVE & TRANQUIL

AN EXTENSION OF A PERIMETER WALK



D MULTI-USE GAMES AREA

Outline Moves

An open, accessible games area that caters for a range of activity. A Multi-Use Games Area (MUGA) forms part of the space and provides opportunity for football and other similar sports. The other space is left largely open to allow for a range of play opportunities for example basketball and activity sessions run from the Clubhouse such as Children’s school holiday games.

Considerations

- Confirm a suitable level of enclosure to ensure games are well contained whilst also keeping the space open for good accessibility and a generally welcoming setting.
- Explore the use of mixed colour surfacing to create an attractive, energising setting and to encourage a range of play opportunities.
- Ensure good natural surveillance into the space to safeguard users of the recreation ground.
- Consider the sharing of the games area with local schools and other activity groups.

Keywords

ENCOURAGING HEALTHY LIFESTYLES

EVENTS & ACTIVITIES

FUN & FRIENDLY

IMPROVING RECREATIONAL OFFERING

FOR HIRE

LOCAL CLUBS

ALL INCLUSIVE & ACCESSIBLE



E ECOLOGY ACTIVITY TRAIL

Outline Moves

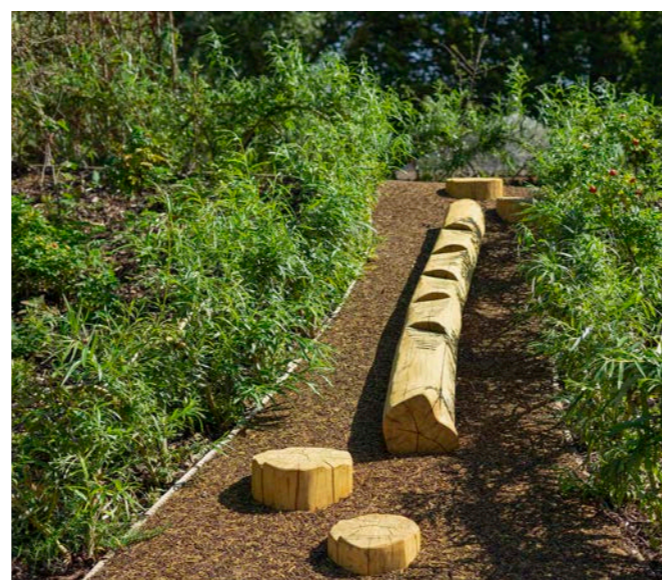
Permeating around much of the perimeter of the recreation ground, the 'Ecology Activity Trail' is intended to serve a range of users. From dog walking, nature exploration, and dedicated fitness style exercise. Log piles, insect hotels, bird boxes as well as proposed tree planting, wildflower, and native hedgerows caters for ecology. Outdoor gym equipment and a child friendly trim trail affords opportunity for people to exercise and play. Mown paths and open glades afford an attractive path to walk and softens the otherwise open nature of the recreation ground.

Considerations

- Ensure any built elements are robust, long lasting, and require minimal maintenance input.
- Consider the promotion of this trail as a local activity for a range of users.
- Ensure the space caters for play, exercise, and learning.

Keywords

- AN EXTENSION OF A PERIMETER WALK
- ALL INCLUSIVE & ACCESSIBLE
- FOR PEOPLE & NATURE
- LOW MAINTENANCE
- ENCOURAGING HEALTHY LIFESTYLES
- FUN & FRIENDLY
- EDUCATIONAL
- NATURALISTIC DESIGN



F NEWLY PRESENTED ENTRANCES

Outline Moves

The entrances into the park are reworked to give a clear sense of arrival. A new entrance is made to the east of the playground. For all entrances a shared landscape treatment is proposed to bind together the recreation ground and give a clear legibility to the access points into the recreation and movement around it. Priority is given to pedestrians, bicycles, and other non motorised traffic so a welcoming face to the recreation ground is promoted whilst still allowing for convenient access for vehicles when required.

Considerations

- Ensure good accessibility for all types of recreation ground users.
- Devise signage and hard landscape strategy at entrances to ensure consistency across the whole of Carvers.
- Ensure the scheme is robust and long lasting.

Keywords

ATTRACTIVE & IMPACTFUL

SENSE OF ARRIVAL

EASY NAVIGATION

WELCOMING

INFORMATIVE SIGNAGE

CARVERS AS A DESTINATION

ENCOURAGES USE OF THE CLUBHOUSE

ALL INCLUSIVE & ACCESSIBLE



Outline Moves

A simple treatment along the western edge of the recreation ground. Avenue trees, native hedgerow planting, and more seating provide an attractive thoroughfare through the park and serves to screen the industrial units on the boundary. It is suggested that this could be an arboretum-style feature with a mix of different species to add interest, provide a range of biodiversity benefits, and safeguard against climatic changes.



Considerations

- Tree planting could be mixed specimen species to add an arboretum style quality.
- Ensure tree spacing is sufficient to allow good long term growth and to not create a perceptible barrier to accessing the rest of the recreation ground.
- Consider the resurfacing of the path and possibly present the threshold detail between path and grass more attractively.
- Ensure 'openess' is retained and encourages clear access to the rest of Carvers.



Keywords

AN ATTRACTIVE ROUTE SERVING RINGWOOD

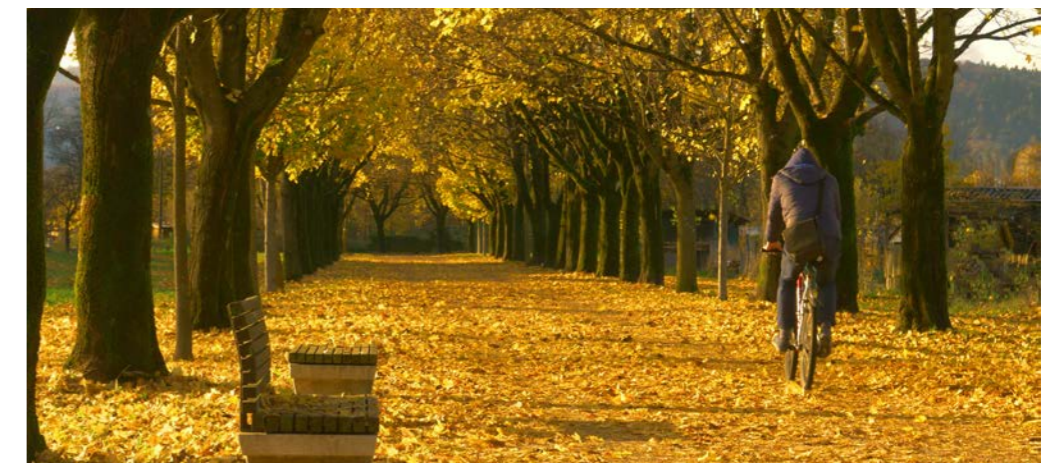
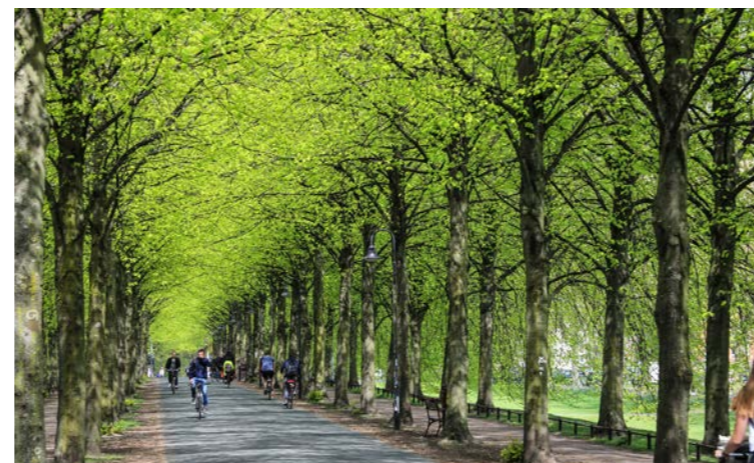
WELCOMING

SAFE TO USE

GOOD LIGHTING

YEAR ROUND INTEREST

IMPACTFUL SPECIMEN TREES



Outline Moves

A clear space for open recreation is retained. This is a central component to any recreation ground. Whilst a number of proposed interventions will reduce this area, it is only modest in scope and will make sure a generous open space is still provided for the cricket pitch and more spontaneous recreation.

Considerations

- Propose a siting for football goals for informal play.
- Ensure maintenance requirements are low input.
- Consider the needs of all users of Carvers.

Keywords

SPORTS, GAMES & EXERCISE

DOG WALKING

ALL INCLUSIVE & ACCESSIBLE

SOCIAL GATHERING

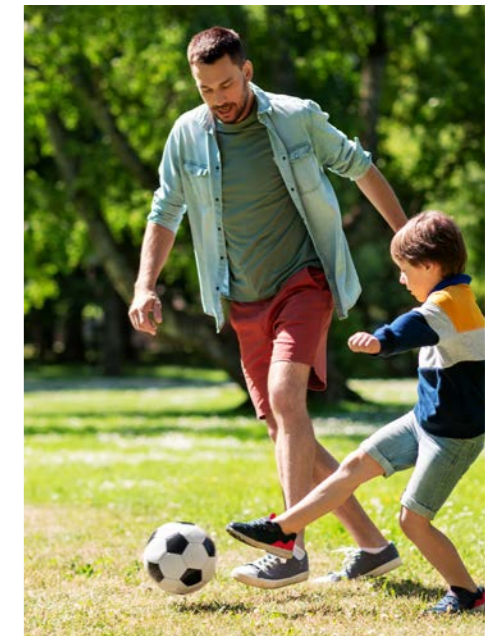
ENCOURAGING HEALTHY LIFESTYLES

FAMILIES & FRIENDS

PEOPLE OF ALL AGES

OPENESS

LOW MAINTENANCE



Outline Moves

A proposal for further parking is shown, which also includes a drop off area that is proposed to be on a separate circulation so that there are options around the way vehicles are managed on site. There are a number of possible layout solutions all of which should allow for disabled parking bays (as shown on plan). Regardless of the eventual layout it is the intention to ensure this area is well screened with earthworks and tree planting. The parking will avoid the use of hard surfacing and will engage the use of materials that engender a non-permanent feel. It is likely that this additional parking will only be accessible at certain times, for example, when particular events are on, or perhaps more generously, during daylight hours. It is proposed access is managed through the installation of attractive drop bollards and / or gates and fencing and hedges are to be used for safeguard access.

Considerations

- Explore surfacing options, such as, honeycomb style geotextile with gravels or grass infill.
- Ensure additional car parking is not overbearing in scale.
- Consider the terms of use and accessibility

Keywords

ALL INCLUSIVE & ACCESSIBLE

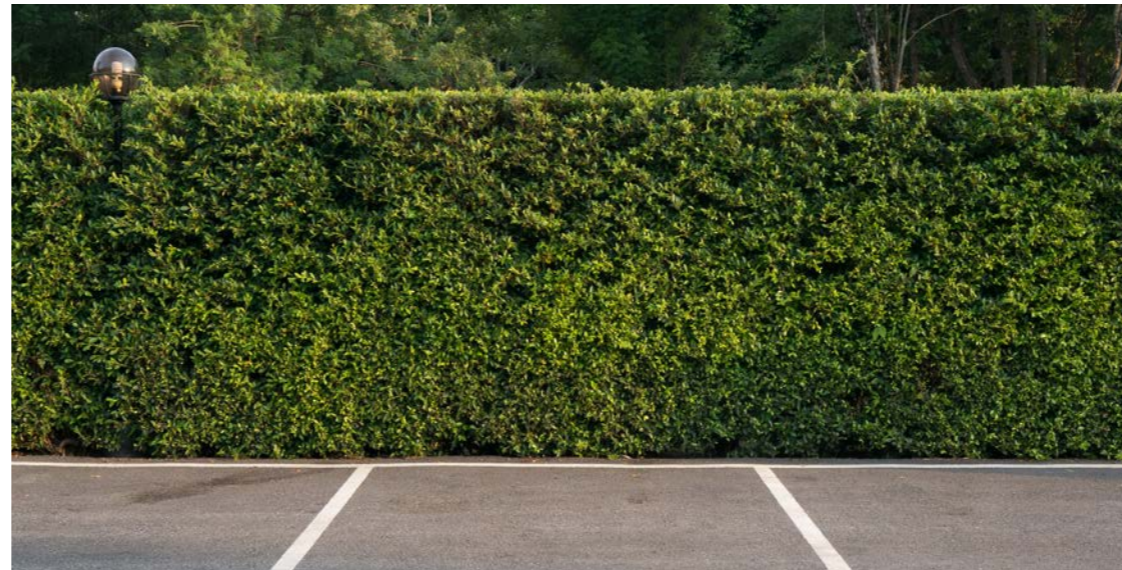
LOW MAINTENANCE

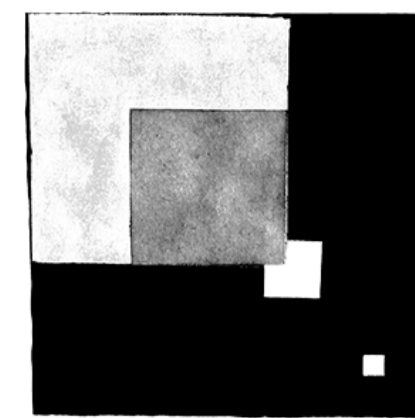
ATTRACTIVE

NATURALISTIC MATERIALS

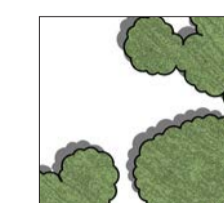
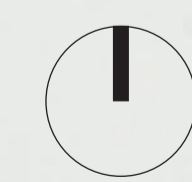
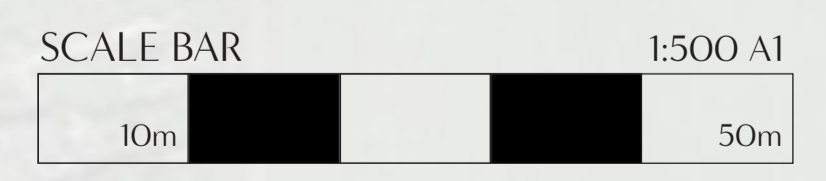
SUPPORTING LARGE EVENTS

ELECTRIC CHARGING

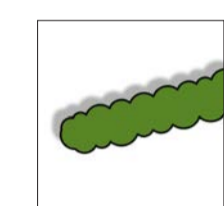




LANDSCAPE MASTERPLAN
Carvers Recreation Ground
361_MP_01 DATE: 27/03/24 REV: C BY: RC / ND; CHK: RC



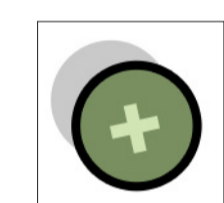
EXISTING TREES
Retain existing trees. Any removal or works subject to relevant permissions being obtained. Consider successional planting when existing trees approach / reach end of life.



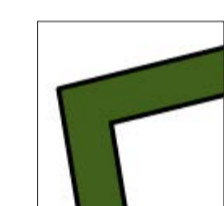
EXISTING HEDGE
Retain existing hedges. Undertake native infill planting to increase cover where required. Consider alternative maintenance regime to aid biodiversity e.g. less frequent cutting and creation of hibernaculum and/or log piles. Sowing a shade tolerant wildflower is a further option.



EXISTING AMENITY GRASS
Manage existing amenity grass as per existing routine. Consider aeration, regrading, and reseedling in areas of poor grass cover.



PROPOSED TREE
Species, specification of tree, implementation and maintenance methodology required prior to commencing. To be specified as native species.



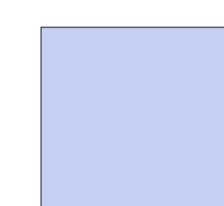
PROPOSED HEDGE
Native hedgerow. Further information regarding species mix, specification, implementation and maintenance methodology. Consider lower input maintenance regime e.g. some hedgerows managed as 'conservation' hedgerows that are traditionally laid and cut every 2-5 years.



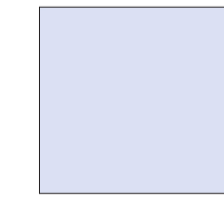
PROPOSED WILDFLOWER / MEADOW
Further information required regarding approach to implementation and ongoing management. To generally be subject to a less frequent mowing regime.



EXISTING / PROPOSED 'MAIN' SURFACE
Existing typically tarmac. Proposed surface treatments could be e.g. spray and chip to existing and proposed tarmac areas, resin bound gravel, hoggin, or gravel. Materials to be locally sourced and/or low carbon.



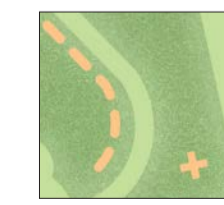
PROPOSED ENTRANCE PAVING
To compliment 'secondary' paving. To be used to clearly mark points of arrival. Top of the paving hierarchy.



PROPOSED SECONDARY PAVING
To compliment 'entrance' paving. To be used to clearly mark spaces in close proximity to entrances and aid navigation/orientation within the site. Also denotes splash pad / fountain.



PROPOSED GROUND STABILISATION
Ground stabilisation (geocell/geotextile) e.g. Golpla Ground Stabilisation infilled with gravel or grass. To be used in areas less frequented by vehicles such as the 'overflow' car park and works yard access track.



PROPOSED ECOLOGICAL INTERVENTIONS
To provide habitat on site in addition to wildflower, trees, hedgerows. Crosses denote indicative placement of habitat (log) piles, dashed lines denote indicative 'deadhedge' locations. Appropriate arisings from maintenance to be used to 'top-up' these features.

Current Projects Update

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No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2024)	The artificial turf pitch has been completed and is now in use. The PWLB loan has been drawn down. A Construction Contract for the pavilion and other works has been entered into. Work on these started on 5th June 2023. The new building is expected to be ready for occupation in Summer 2024.	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	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Examiner's report received, recommending some modifications. Awaiting decisions from NFDC and NFNPA to agree modified Plan and to proceed to referendum, the likely date of which is 11 July 2024.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Town Clerk	Spent £25,282.42 (£18,000 funded from Locality grants, £3,650 additional budget agreed for SPUD youth engagement work (F/6061)). £3,167.58 unspent of original RTC budget.
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future.	Deputy Town Clerk	£10,659.15 spent funded from CIL and contribution from Carnival. Additional £580 for repair of cover funded from CIL (C/6957).
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks to be carried out in May, annual flail in August and stream clearance by volunteers in September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Town Clerk	Budget of £1,000 funded by transfer from earmarked reserve
PTE6	Shared Space Concept - Thriving Market Place	In progress	£10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. Project Brief agreed and HCC instructed to carry out work outlined in Brief. Next meeting of Working Group scheduled for 08/05/2024.	Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC.	Deputy Town Clerk	HCC funded survey work. £10,000 grant from UKSPF (via NFDC).
	Greening Ringwood	In progress	Official launch of Phase 2 held on 20/04/2024 in Gateway Square.	Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed.		£50 signing up fee funded from General Reserve.
	Bus Shelters	In progress	HCC framework contractor has completed survey of shelters free of charge. Results and availability of funding will be discussed with HCC.	Review of Council owned bus shelters.		No agreed budget
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25. HCC working on design.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Railway Corner	In progress	Project supported by RTC. Planning application approved (23/11081).	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	No financial implications.
	Memorial Bench for Michael Lingam-Willgoss	In progress	Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed.	Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss.	Ringwood Carnival / Ringwood Rotary	No financial implications.
Policy & Finance Committee						
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.

PF11	92 Southampton Road	In progress (commenced March 2023)	One of the tenants has left. A new letting agent has been instructed, notice to quit has been served and possession proceedings commenced. Urgent repairs have been completed.	Reviewing the letting of this council-owned house	Town Clerk	Rent receipts and other financial implications of any changes are unclear at present but will be considered as part of the review.
PF12	Base budget review	Commenced Feb. 2024	Inaugural meeting held on 17th April. Workstreams and lead councillors for each agreed.	A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings.	Finance Manager	No anticipated costs other than staff time.

Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021.)	Officers have been working with a planning consultant on project design and two rounds of pre-application planning advice have been completed. A planning application has been prepared in draft and is expected to be submitted soon.	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	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to complete by December 2024.)	Design and funding arrangements for a memorial wall have been agreed in principle. An architect has been instructed and prepared the tender documentation for the construction contract.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital cost estimated at £37,500 will be met from a combination of earmarked reserves.
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The replacements scheduled in years 1 and 2 have been completed. An order for the final round of replacements has been placed.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS14	Poulner Lakes waste licence	In progress	Surrender requirements and process have been investigated and discussed with Environment Agency and New Forest District Council. Consultants, ACS Testing, have been engaged to provide technical advice and support. A fuller picture of the surrender requirements and process is expected to emerge in April or May 2024.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS19	Carvers Strategic Development	In progress (Commenced Feb. 2021)	The Masterplan prepared by landscape designer New Enclosure was approved by the Carvers Working Party on 5th July. Responses to the public consultation on this have been evaluated and an updated plan prepared. This was considered by the Working Party on 6th March and final changes agreed.	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	Revised budget of £6,000 (virement from RLOS4).
RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC has agreed to fund additional works and officers are discussing the scope of these and design options.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS23	North Poulner Play Area skate ramp request	In progress (commenced Mar. 2023)	A 'half-pipe' has been identified as a likely cheaper and easier option. The likely costs and wider implications of installing this are being investigated.	A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it	Deputy Town Clerk	Yet to be quantified and agreed
RLOS24	Poulner Lakes Circular Path	In progress	Works to reduce and landscape the drainage retention pond completed. It's performance will be monitored through the winter.	HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use	Deputy Town Clerk	Staff time only

Staffing Committee

None

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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							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways 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		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
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							
	None	(Current projects expected to absorb available resources for several years)					
Staffing Committee							
	None						

Closed Projects Report

No.	Name	Description	Outcome	Notes
Full Council				
FC2	Strategic Plan	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Completed in October 2022	
Planning, Town & Environment Committee				
	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
PTe4	Climate Emergency	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Completed March 2023	
	A31 widening scheme	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Scheme completed by National Highways and road re-opened in November 2022.	
	SWW Water Main Diversion (associated with A31 widening scheme)	Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley.	Scheme completed by SWW in 2022.	
	Surfacing of Castleman Trailway	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing.	Surfacing works completed by HCC early April 2022.	
	Bus Shelter Agreement	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct.	Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023.	
PTe5				
Policy & Finance Committee				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF6	Health & Safety Management Support Re-procurement	Re-procuring specialist advice and support for discharge of health and safety duties	Completed in February 2023	
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
PF8	Bickerley Legal Title	An application to remove land from the Council's title was made	Completed in October 2023	Application successfully resisted
PF9	Greenways office leases	The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite.	Completed in November 2022	
PF10	Councillors' Email Accounts	Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws.	Completed in August 2023	
Recreation, Leisure & Open Spaces Committee				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS7	Bowling Club lease	Renewal of lease that expired in April 2023.	Completed in July 2023	New lease granted for 14 years.
RLOS8	Ringwood Youth Club	Dissolution of redundant Charitable Incorporated Organisation	Completed in July 2023	Charity removed from Register of Charities
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS12	Van replacement	Replacing the grounds department diesel van with an electric vehicle	Suspended in 2023	Van will be replaced in accordance with Vehicle & Machinery replacement plan
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS17	Crow Arch Lane Allotments Site	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Completed in November 2023	
RLOS18	Cemetery Records Upgrade	Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility.	Completed in 2021	Cost £5,467. Further upgrades are needed to digitize the records fully
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
RLOS22	Bickerley parking problem	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Closed off in September 2023	Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem.
Staffing Committee				
S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	