

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

The meeting took place in a virtual environment using “Zoom” video conferencing technology and members of the public and press were given the opportunity to observe or participate in the meeting.

Held on Friday 5th March 2021 at 10am

PRESENT: Cllr Philip Day (Chairman)
Cllr Rae Frederick (Vice Chairman)
Cllr Gareth Deboos
Cllr Hilary Edge (*until 11am*)
Cllr Gloria O’Reilly
Cllr Tony Ring
Cllr Glenys Turner

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk
Nicola Vodden, Meetings Administrator
Cllr Jeremy Heron

ABSENT: Cllr Andy Briers
Cllr Peter Kelleher

P/5807 PUBLIC PARTICIPATION

There was one member of the public present interested in a planning application.

P/5808 APOLOGIES FOR ABSENCE

The Deputy Town Clerk reported that apologies for absence had been received from Cllrs Briers and Kelleher.

P/5809 DECLARATIONS OF INTEREST

Although they were not declarable pecuniary interests, Cllr Ring indicated in respect of 21/00090 that the applicants were personal friends and in respect of 21/10129 he would take no part in the discussion as he wished to preserve his position as a member of NFDC’s Planning Committee.

It was noted that Cllr Frederick was the applicant for 21/10202.

P/5810 MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the Meeting held on 5th February 2021, having been circulated, be approved and signed as a correct record.

Page 1 of 5
Chairman’s initials

P/5811

PLANNING APPLICATIONS

Cllr Heron joined the meeting at 10.05am whilst the first planning application was being discussed.

Cllr Frederick left the meeting at 10.32am after consideration of 21/00160.

21/10042 Land north of Hightown Road – A technical briefing had been held for NFDC officers to outline the main issues and concerns. It was described as a large complex application and NFDC suggested that instead of having a deadline for the Council's representations, it would be kept advised of any progress, with regular briefings and also have the opportunity to input direct to NFDC officers. It was agreed that it was not appropriate to consider the application at this stage. Written representation could be submitted at any time.

Councillors raised their concerns and were aware that residents would want an opportunity to have their say. It was suggested NFDC officers be invited to a special public meeting to deliver a similar presentation and to allow public participation in the form of questions, to be submitted in advance, and comments.

Visualisations of the site with 270 properties compared to 400 properties were displayed for the purposes of comparison. These represented the minimum number of properties indicated in the Local Plan and the number of properties in the outline application, respectively. A discussion followed on the proposal regarding density of housing, the extent of 2.5 and 3-storey buildings and although told the Policy around affordable housing would be met, there is no breakdown of this, in terms of property type or size. Concerns were also shared from an environmental and conservation perspective, along with the potential impact to the National Park.

NFDC officers indicated that they would not consider the application in isolation, but with the backdrop of the Moortown Lane site. With the two developments in close proximity to each other, the combined impact on infrastructure is a concern.

Cllr Edge left the meeting at 11am after consideration of 21/10061.

21/10202 4, Fairlie – The application was not discussed as Cllr Frederick indicated she would be withdrawing the application and when she re-joined the meeting at 11.38am, she confirmed this was the case.

RESOLVED: That the observations summarised in *Annex A* be submitted and the decision made under delegated powers be noted.

ACTION Nicola Vodden / Jo Hurd

P/5812

STRATEGIC SITES

The Chairman thanked NFDC officers for their continued monitoring of the strategic sites and for the regular reports received. He hoped this would continue in the future as other sites come forward for development.

Page 2 of 5
Chairman's initials

--

Land at Crow Lane and Crow Arch Lane

NFDC monitoring officer's latest report (*Annex B*) had been circulated to Members in advance of the meeting.

Land at Moortown Lane

Officers recently met with the new owners of land at Moortown Lane (SS13). A large part of the site (67 acres) has been purchased by a partnership of St. Congar and BauMont Real Estate. The remainder of the site is owned by HCC. There will be a co-ordinating masterplan for the whole site to meet the requirements of the Local Plan policy, however planning applications will come forward separately. Public consultation will be carried out after Easter and St Congar is expecting to submit an outline application in summer 2021. They have been invited to present initial proposals to Full Council on 31st March.

Land north of Hightown Road – 21/10042

Members received a technical briefing from NFDC in relation to development of this site (SS14) on 4th March, details of which were provided earlier in the meeting (*P/5810 refers*). The outline application was not expected to be determined before the end of the Summer.

Snails Lane (SS15)

There is no date yet for consideration of the application by NFDC Planning Committee.

RESOLVED: That the update regarding development of allocated sites be received.

ACTION Jo Hurd

P/5813

RINGWOOD ENVIRONMENTAL ACTION LEADERSHIP WORKING PARTY

RESOLVED: That the notes of the meeting of the REAL Working Party on 12th February 2021 (*Annex C*) be received.

ACTION Jo Hurd

P/5814

NEIGHBOURHOOD PLAN

The Deputy Town Clerk confirmed that the whole of the Parish had now been designated by NFDC and NFNPA. The grant application to fund the next phase of work on the Neighbourhood Plan had been successful and £4,675 has been awarded. It was agreed Cllr Haywood will chair the Steering Group.

Membership of the Steering Group is being reviewed to achieve a good representation and new members are being sought. A press release will be prepared inviting members of the public to be

--

involved. Four working parties have been appointed (Design & Heritage, Town Centre, Environment, Housing) and lead people identified.

The draft action plan would be reviewed, communications strategy prepared, terms of reference updated and the remit of each of the working parties specified. Members would be asked to ratify the recommendations of the Steering Group at the next Committee meeting.

RESOLVED: That the update in respect of the Neighbourhood Plan be noted.

ACTION Jo Hurd

Cllr Frederick re-joined the meeting at 11:38am.

P/5815

TRAFFIC MANAGEMENT AND ROAD SAFETY SCHEMES / REVIEW OF TOWN ACCESS PLAN

The Deputy Town Clerk met with NFDC Head of Planning and HCC Transport Team on 25th February 2021, to discuss the updated documents and how the Council's proposals for traffic management and road safety schemes should be put forward to HCC to progress.

The Town Access Plan (TAP) needs to be updated in line with and taking account of:-

- 1) Strategic sites coming forward which will deliver some highway and cycling/walking connectivity improvements;
- 2) Local Cycling and Walking Infrastructure Plan (LCWIP) which will involve an audit of existing infrastructure and identify new schemes and improvements required; and
- 3) HCC Local Transport Plan 4 which is emerging due for public consultation Summer 2021

The message given was that there is a need to focus resources and prioritise schemes. NFDC officers agreed to carry out a spatial overview (using mapping) to identify proposals in the TAP which are linked with strategic sites. A further meeting has been arranged for mid-April.

Members thanked the Deputy Town Clerk for all of the work she had done with regard to this.

RESOLVED: That the update regarding traffic management and road safety schemes / review of Town Access Plan be noted.

ACTION Jo Hurd

P/5816

PROJECTS (current and proposed)

--

Crow Stream – A list of outstanding issues related to the ditch and stream had been sent to NFDC to feed into the discussions on development of strategic sites with the Hampshire Highways Team and Flood Water Management department. Works at Crow Hill and to the culverts at the entrance to Beaumont Park were still awaited. Nothing further had been considered in respect of opening up the Moortown Lane drainage system.

A31 - Town Centre Improvements

The Deputy Town Clerk reported that the weeds have been removed from the central reservation of Mansfield Road (between the roundabout under the A31 and the main town roundabout). This was work funded by Highways England designated funds.

Work in West Street has commenced, the junction with A31 has been closed and the direction of flow in Meeting House Lane has been reversed. It was noted that some drivers were not complying with the signage, and at the Fish Inn in particular, further measures had been put in place.

Work in West Street at the Market Place end will be temporarily stopped for about a week and work will move to the Fish Inn end, where they will make a start on new kerbing. This is due to an issue that has been identified with HE's Environmental approval, which if not resolved satisfactorily could put HE in breach of Environmental Regulations.

Dewey's Lane wall – An update was requested.

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

ACTION Jo Hurd

P/5817

NFDC/NFNPA PLANNING DEVELOPMENT CONTROL COMMITTEE

There were no applications to report.

There being no further business, the Chairman closed the meeting at 12.07 pm.

RECEIVED
31st March 2021

APPROVED
9th April 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

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

Page 5 of 5
Chairman's initials

--

Annex A to Planning, Town Environment Committee Minutes 5th March 2021
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
20/10129	25, Market Place, Ringwood. BH24 1AN	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 PLAN & ADDITIONAL INFORMATION)	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
21/10042	Land North of, Hightown Road, Hightown, Ringwood. BH24 3DY	Outline planning application for up to 400 dwellings and 3 hectares of employment (Class E and B2), access, open space, landscaping, alternative natural recreational greenspace (ANRG) and drainage attenuation (Outline Application with details only of Access)		Special meeting to be arranged for consideration of the application.
21/10061	1, Kingsfield, Ringwood. BH24 1PH	Extend existing Kitchen and Bathroom	Permission (1)	
21/10062	Hill View, Crow Arch Lane, Crow. BH24 3EE	Detached garage	Refusal (2)	The Committee had no objection to the proposal in principle, however recommended that should this development require the removal of trees that a condition be imposed for replacement tree planting.
21/10116	Kingston Farm, Kingston Farm Road, Lower Kingston, Ringwood. BH24 3BJ	Agricultural grain storage building on the site of a redundant open silage clamp and associated works	Permission (1)	
21/10163	4, Croft Road, Poulner, Ringwood. BH24 1TA	Single-storey side extension to provide additional family accommodation	Permission (1)	
21/10177	22, Westbury Road, Ringwood, BH24 1PG	Single-storey rear extension	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
21/10184	136, Northfield Road, Ringwood. BH24 1SU	Convert existing conservatory from PVC to timber and slate tiled roof	Permission (1)	
21/10199	34, College Road, Ringwood. BH24 1NX	Single-storey side and rear extension; garden room/shed	Permission (1)	
21/10202	4, Fairlie, Ringwood. BH24 1TS	Ground Floor Extensions, First Floor Bathroom and Alterations	Not considered	Application not considered as informed by the applicant that the application will be withdrawn.
TPO/21/0060	Whitehall, Nouale Lane, Poulner, Ringwood. BH24 3EL	Ash x 1 Prune	Permission (1)	
TPO/21/0083	1 Yewtree Gardens, Ringwood. BH24 1NR	Sycamore x 2 - Prune	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
21/00049	Crow Hill House, Crow Hill, Crow, Ringwood. BH24 3DE	Outbuilding with office over	Permission (1)	
21/00068	Snails Lane & Hightown Common, Circuit (MILA) E6L5, Mill Lane	Application under section 37 of the Electricity Act 1989 and section 90(2) of the Town and Country Planning Act 1990 for 8No. Replacement electricity wood poles supporting a Low Voltage overhead line; 2no electricity wood poles supporting a Low Voltage overhead line; new conductor to replace 300m of open wire low voltage	Permission (1)	
21/00090	Milky Down, Nouale Lane, Poulner, Ringwood. BH24 3EL	Single storey rear extension	Permission (1)	
21/00095	In-Excess Garden Centre, Hangersley Hill, Forest Corner, Hangersley, Ringwood. BH24 3HW	Application to vary condition of 4 of Planning Permission 20/00777 to alter the approved development	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
21/00160	Springdale, Linford Road, Shobley, Ringwood. BH24 3HT	Ground and first floor extensions; alterations to attached garage to facilitate additional habitable floorspace; roof alterations; covered veranda; alterations to doors and windows; detached car port; detached garage and workshop building; hardstanding; associated landscaping	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

A

Applications decided under delegated powers : to be noted

On 5th March 2021 at 10:00 am

Number	Applicant	Site Address	Proposal	Decision
TPO/21/0048	Mrs Withey	Amberwood, 2 Somerley View, Ringwood, BH24 1BP	Yew X 2 - Reduce Lime x 1 - Fell	Considered under delegated powers:- 11.2.21 P(1) Recommend permission, but would accept the Tree Officer's decision.
CONS/21/0060	Mr Doody	Keepers Cottage, Hangersley Hill, Hangersley, Ringwood, BH24 3JN	Deadwood 1 x Pin Oak tree (exempt works - reference only) Fell 1 x English Oak tree	Considered under delegated powers:- 23.2.21 P(1) Recommend Permission, but would accept the Tree Officer's decision.

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.

I am continuing to monitor the site weekly to ensure the works keep progressing and am in regular contact with all parties.

The majority of the soft landscaping work in the Southern SANG area has now been completed. There are a few general remedial works remaining that I will continue to monitor and chase. There has been a big push from the contractor to get a large amount of the planting carried out in the Western SANG. This is not completed yet, but good progress is being made. The area is due to be seeded and this month (March) is the seeding season.

The Southern SANG basin is draining as it should be.

The gate/fence remedials are still due to be carried out across the site and I am chasing the developer regarding these. The Site Manager is meeting the fencing contractor on site to arrange the remedial works.

The Northern boundary ditch adjoining Hightown Road has been tidied up and planting has commenced there. All the trees have been planted with the hedgerow due in shortly.

There are some hard-landscaping works/remedials still to be carried out including, creation of a maintenance access and the construction of the younger children's play area adjoining the Phase 3 development. This is due to be constructed in the short term.

The affordable housing, Plots 181-184 and Plots 187-192, are now completed. They have been handed over and one is already occupied. Plot 74 is now occupied. This completes all occupation of the private housing across the whole development.

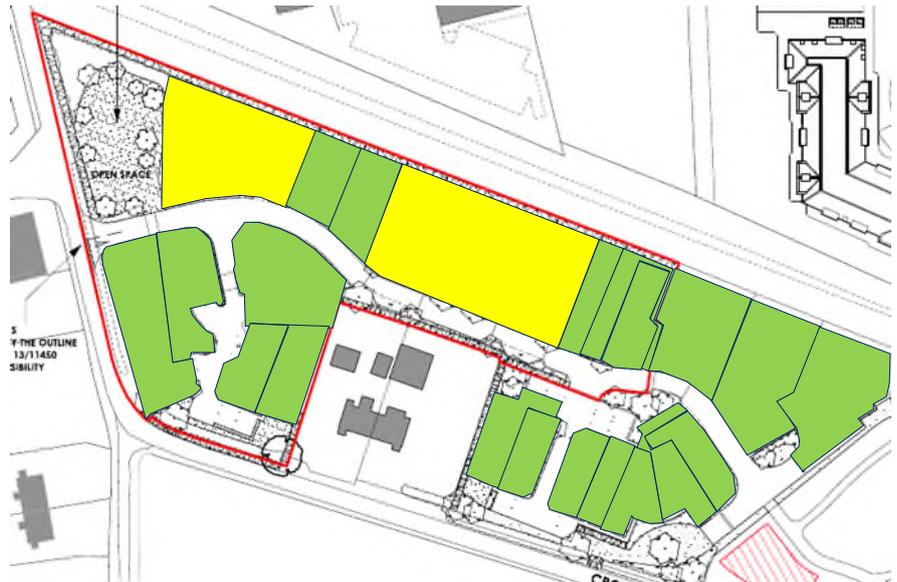
Regular monitoring of this site by the Site Monitoring Officer will continue in the short, medium and long term.

RING3 – Occupation Status – 3rd March 2021



Phases 1 and 2

Southern Phases



Occupation Status

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

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	Ground survey completed. Pre-application planning discussions initiated. VAT consultant engaged. Presentation prepared for RLOS meeting on 3rd March	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	Council resolved to proceed at January meeting. Plan area designated by NFDC and NFNPA. Grant application successful. Next steps: review of Steering Group; creation of working groups; and preparation of draft Action 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 due end March to treat Water Drop Wort	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	HE online Public Information Event to take place in March. Closure of West Street junction with A31, widening of pavements in West Street and reversal of traffic flow in Meeting House Lane to commence 1 March 2021. Works to divert water main to commence May 2021.	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
	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		New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
Policy & Finance Committee						
PF1	Website renewal	In progress	New photographs arranged. New text in preparation	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	
PF2	Greenways planning permission renewal	On hold - awaiting officer availability	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 Outreach work	On hold during pandemic restrictions	Committee decided on 17 Feb 2021 to vire budget enabling use of outside parties to provide this service	To provide youth workers for detached outreach work	Carvers Manager	
PF4	Review of governance documents	On hold - awaiting officer availability		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	Grounds Foreman is seeking advice on options and indicative costs	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	Completion report emailed to War Memorials Trust. Grant award has been confirmed but reduced from £4,240 to £3,820 to reflect breach of offer conditions.	Repair by conservation specialists with Listed Building Consent. Re-dedication ceremony to be arranged.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	In progress	Grounds Foreman is seeking advice on options and cost estimates from contractors.	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	Having reported to the Open Spaces Working Party, officers are arranging as much of the highest priority work as the budget allows.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Budget of £5,000 for emergency measures agreed. £933.60 remains uncommitted.
RLOS4	Grounds department sheds replacement	In progress	Cllr Briers met grounds staff to define needs and the project scope and outline specification	Replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities	Town Clerk	Capital budget of £2,500 (reduced from £3,000) agreed for feasibility study 2020-21 to be rolled into £10,000 budget for joint feasibility study with car park in 2021-22.
RLOS5	Cemetery development	On hold - awaiting officer availability		Planning best use of remaining space, columbarium, etc.	Town Clerk	
RLOS6	Community Allotment	In progress	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special agreement 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	In progress	Attachment is with contractor awaiting parts needed for repair.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	Order placed for first 17 bins.	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	Agent given instructions following report to January meeting	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	On hold - until suitable season	Preliminary discussion with Men's Shed	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	In progress	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. Report will presented to committee in February.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	

Staffing Committee

S1	HR support contract renewal	On hold	Will commence in March 2021		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	

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		Committee agreed in February that options for the repair of the wall should be investigated further.	Floated as possible future 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							
	Cemetery map and registers digitisation	Professional scanning of the older registers and creation of a digital map to integrate with our management software	Town Clerk	Report considered at committee in November	Budget bid to undertake in 2021-22 approved	£5,000	Earmarked reserve
	Columbarium	Construction of columbarium facility at the Cemetery	Town Clerk		Budget bid to undertake in 2021-22 approved	£25,000	Earmarked reserves
	Play equipment at Toad Corner and Carvers	Installation of additional recreation facilities	Cllr Edge	Report on feasibility and outline costs presented on 2nd December	Budget bid to undertake in 2021-22 postponed	£36,000	Unascertained
	Feasibility study for new grounds dept. facility and car park at Carvers	Combining the existing study with a closer look at creating a new public car park at Carvers too	Cllr Briers	Discussed at Carvers WP	Budget bid to undertake in 2021-22 approved	£10,000	Earmarked reserve
	Poulner Lakes	Developing and improving access road facilities	Cllr Heron	Grounds foreman is seeking suggestions for possible road treatments	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		
	Facilities for school-age teenagers	Rseaarching demand and possible options	Cllrs Frederick & Turner		Floated as possible future project		
Staffing Committee							
None							



Ringwood Environmental Action Leadership (REAL) Working Party

Notes of meeting held on Monday 12th February at 4pm on Zoom

Present: Lindsay Andrews
Cllr Gareth DeBoos (Chair)
Mary DeBoos
Cllr Rae Frederick
Milinda Harding
Cllr Tony Ring
Leon Thompson
Cllr Glenys Turner

In Attendance: Christopher Wilkins – Town Clerk

Absent: Francis Charlton, Toby Dedrick, Chantelle Monck, Cllr Gloria O'Reilly,
Ruth Port and Heather Whatmore

1. Apologies for absence

Apologies for absence had been tendered by Francis Charlton, Chantelle Monck and Cllr Gloria O'Reilly and were accepted.

2. Declarations of interest

No disclosable pecuniary interests were declared.

3. To agree notes of last meeting

The notes of the meeting on 14th December were agreed as accurate.

4. Feedback from Ringwood Town Council Committees

The Chairman reported that Hampshire County Council's Transport Plan and New Forest National Park Authority's Local Walking & Cycling Infrastructure Plan engagement had been discussed at the last Planning Town & Environment Committee meeting. The Clerk reported that the Council formally resolved to proceed with a Neighbourhood Plan and the Recreation Leisure & Open Spaces Committee approved in principle the acquisition of the new allotments site off Crow Arch Lane.

5. Updates from workstreams

- a. **Trees for the Future** Further planting is progressing. Interpretation boards and a memorial bench at Poulner Lakes are being planned.
- b. **Transition Ringwood** A wildflower policy will now be taken to the Recreation Leisure & Open Spaces Committee. Work on the allotment is proceeding.
- c. **RTC Tree Policy** RTC is not able to require re-planting when commenting on tree works applications by private land-owners.
- d. **Make, Do and Mend** No report.
- e. **Doing Our Bit** Green Tech South has EU funding for energy audits by SMEs and schemes arising from them.
- f. **Putting Plastic in its Place** See separate report..
- g. **Transport** No report
- h. **Litter** No report.

Actions for group members will be set out in a monthly actions list.

6. Upcoming meetings – to note the following dates

Tuesday 13th April 2020 at 4pm (Zoom)

Monday 14th June 2021 at 4pm

There being no further business, the meeting closed at 4.47pm.

REAL Working Party meeting – 12.2.21 – Putting Plastic in its Place/Plastic Free Ringwood

Plastic Free Ringwood Community Status – As we have now had recognition from Surfers Against Sewage that we are an Approved Plastic Free Community, our journey continues and we have to do the same tasks and even more this coming year as we did last year in order to keep our status! I will be looking for a bit more of a team....!!

1. **Build on Ringwood Town Council motion** – so we need RTC to continue to support all our Plastic Free events – such as 3 official Litter Picks we're organising with Clean Up Ringwood- perhaps do some waste management trials? Promote our upcoming 'Mass Unwrap at Home' through RTC website?? Comments please
2. Engage our MP and involve him in our campaigns in order to put pressure further up the chain
3. Increase the number of Plastic Free Business Champions by at least 50% - any suggestions?
4. Encourage existing Business Champions to deepen their actions (sign up to the SAS Bronze, Silver, Gold Champion schemes)
5. Increase the number of Community Allies – any ideas?
6. Support Plastic Free Schools – we've lost our representative here, so need to find another Plastic Free Schools Champion – any ideas?
7. Hold at least 3 Awareness raising events throughout the year and take action – eg Litter picks, Mass Unwrap, Film Night, Fundraiser, Workshop, Community Talk?
8. Contribute to National SAS campaigns through events and actions
9. Steering Group meetings (to include our RTC Councillor Rae Frederick) – must meet quarterly to identify local opportunities and projects
10. Participate in one SAS Activation as a Steering Group (such as litter picks, mass unwrap etc – petitions, sharing, letter writing and surveys)

Our vision for 2021 remains as in our last report

1. **Plastic Free Ringwood Community**
Continue the journey as above
2. **Refill.org** – continue to sign up more establishments who will refill people's water bottles in the Ringwood area
3. **Hampshire Waste Prevention Champions**
3 Members of RACE who have become HCC Waste Prevention Champions will
 - a. Provide information about what happens to our Waste locally - what to recycle and where
 - b. Raise awareness of the problem of Waste of all kinds, amongst the Ringwood Community, through social media channels, talks, films and events either in local venues, or virtually
 - c. Provide information and tips on how to reduce food waste in the home, including introduction of meal planning, recipes for using locally grown and seasonal produce, leftovers etc,
 - d. Provide information on where to buy zero waste products locally
 - e. Promote The 8 R's - Rethink, Refuse, Reduce, Reuse, Refurbish, Repair, Repurpose, Recycle by giving tips to local people through social media channels

We would very much like to work with Ringwood Town Councillors, New Forest District Councillors on all the different ways we can make a difference in Ringwood and beyond