

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.

NOTE: Although participation in or absence from the meeting is recorded below, for legal reasons participation in this meeting by councillors does not qualify as attendance at a meeting for the purposes of the Local Government Act 1972.

Held on Friday 6th August 2021 at 10am

PRESENT: Cllr Philip Day (Chairman)
Cllr Rae Frederick (Vice Chairman)
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Tony Ring
Cllr Derek Scott
Cllr Glenys Turner

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

ABSENT: Cllr Andy Briers
Cllr Peter Kelleher
Cllr Gloria O'Reilly

P/5872 PUBLIC PARTICIPATION

There were six members of the public present who were interested in planning applications to be considered later in the agenda.

P/5873 APOLOGIES FOR ABSENCE

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

P/5874 DECLARATIONS OF INTEREST

Although they were not declarable pecuniary interests, Cllr Ring made other members aware that in respect of 21/00618 the applicant is a personal friend. Also, in order to preserve his position at NFDC Planning Committee, he indicated he would withdraw from discussions on applications 21/00668 and 21/11052.

**P/5875
MINUTES OF PREVIOUS MEETING**

The Committee members present agreed:-

That the Minutes of the meeting held on 2nd July 2021, having been circulated, be approved and signed as a correct record.

**P/5876
PLANNING APPLICATIONS**

Planning applications 21/00542, 21/10988 and 21/10668 were brought forward for the benefit of the members of the public present. The remaining applications were dealt with in list order.

The Committee members present agreed:-

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

ACTION Nicola Vodden / Jo Hurd

**P/5877
NEIGHBOURHOOD PLAN (NP)**

The NP teams are making good progress and a meeting of the Steering Group is scheduled for 9th August. Funding is in place for the next piece of work the consultants specified.

An additional grant application made to Locality for High Streets and Social Infrastructure Support has stalled due to the high volume of applications. More in-depth screening will be carried out to understand the viability and deliverability of proposed projects. It was suggested the consultants need to be involved as they assisted with the application.

Cllr Deboos added the team leads were meeting with the consultants to check proposed policies and ensure they were heading in the right direction. A meeting was also being arranged with Michael Harris, the NFDC councillor leading on high street regeneration.

It was noted that the timetable for NFDC's review of Local Plan Part 2 had slipped and a 'call for sites' had been issued on 5th August. The Council had been formally consulted and this would appear as an agenda item at the September meeting. The NP team focussing on this aspect had already undertaken some work to review smaller potential sites for development and Cllr Day would prepare a document for circulation. He invited Members to put forward suggestions in advance of the meeting.

The Committee members present noted the update in respect of the Neighbourhood Plan.

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P/5878

LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)

A meeting had taken place with HCC to discuss the possibility of working together on the introduction of a low-cost pilot project. A number of ideas were being considered and 'implied zebra crossings' may be put forward as an initial proposal. A need had been identified and it was thought certain locations on school routes could benefit from this.

In addition, routes across the Forest were being looked at for utility purposes. Cllr Deboos would circulate a brief report detailing the four routes identified.

The Committee members present noted the update in respect of the LCWIP.

P/5879

STRATEGIC SITES

Beaumont Park

A brief update (*Annex B*) from NFDC Monitoring Officer on Beaumont Park had been circulated prior to the meeting. Concerns were raised in respect of the delays encountered in transfer of the allotment site at Crow Arch Lane. Whilst the site had been laid out ready for occupation at the beginning of the year, it was now overgrown and a lot of work would be required to make it fit for purpose. The developer remained responsible for maintenance and Members wanted NDFC to ensure this was complied with before accepting transfer. The Deputy Town Clerk would provide an update on the position.

Land at Market Place and Meeting House Lane (2 Market Place – old Town Hall, land off Meeting House Lane (currently occupied by car wash) and 1-7 Meeting House Lane (former hardware store).

Although this is not a strategic site it is a large site for the town centre. Developers have been working with NFDC towards the submission of a planning application and would like to carry out some community engagement prior to submission. An item has tentatively been included on the agenda for the next meeting, followed by a manned exhibition in the Forest Suite for two days the following week.

The Committee members present noted the update in respect of Strategic Sites.

P/5880

A31 IMPROVEMENT SCHEME

Cllr Ring provided some information on an A31 Community Liaison Group meeting he had attended, at which information circulated by Highways England (HE) was re-iterated (below). He reported that HE were not aware that the current phase of work by Bournemouth Water had increased from 7 to 8 weeks, as they are fighting against the water table. He asked HE to be conscious of the impact any delay in the water works would have and how this could clash with

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the westbound on-slip road closure, as this needs to be avoided. Work will start in January in readiness for the contraflow and there is some fluidity in the plans, in terms of the necessary road closures, when the gantry is replaced. HE acknowledged the urgent need for signage to avoid rat-runs through town and there is a plan to reduce the traffic flow on A31 for the duration of the scheme. HE will update the Deputy Town Clerk on progress with works required on Mansfield Road.

Cllr Edge added there was a timeframe when some works had to be done to minimise the environmental impact. She had enquired about lighting and average speed cameras on A31 for the duration of the works and this was being looked into.

An update had been received from Highways England, as follows:

- Utilities works are ongoing. Hampshire County Council works to improve access for walkers and cyclists to Ringwood town centre are now completed.
- Site compound set up expected to start during August in land owned by the Somerley Estate off the Verwood Road.
- Public Information Events scheduled for September, main project works and phasing to be the focus, with an emphasis on how local impacts can be managed.
- Works in the east bound carriageway due to start in September, these are for works including signage, drainage, gantry removal and Traffic Management Preparation. Virtually all of this will be carried out under lane closures at night so limited impact.
- In response to the letter received from Sir Desmond Swayne MP, extensive assessment of the west bound slip road closure has been undertaken. Without the closure from 15 November 2021, the delivery programme for 2022 fails. The sequence of works and the environmental constraints limit the timeframe for certain construction activities, meaning other works need to be completed in advance.
- A full project phasing update will be issued in the coming weeks.
- Highways England is working with SWW to help manage the impact of their works to the main project.
- Any Significant changes will be communicated as soon as possible.

The Chairman expressed his disappointment as HE had promised continual updates. Representation at previous meetings had included the Chair of Planning, Town and Environment Committee, District Councillors and the County Councillor and it seemed that those meetings had been replaced with the Community Liaison Group.

The Committee members present noted the update in respect of strategic sites.

ACTION Jo Hurd

P/5881

PROJECTS (current and proposed)

Human Sundial – The sundial stones have been laid and the concrete bases for the benches have been installed. Work is scheduled to commence on the surrounding paviers week

Page 4 of 5

Chairman's initials

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commencing 9th August. The Deputy Town Clerk had a site meeting with HCC, contractors, arboriculturist and Town Mayor (as there is an issue with the Oriental Plane tree roots), at which the area for installation of kerbing and tiger mulch was agreed.

Bournemouth Water water main diversion – Work commenced in Bickerley Gardens this week and the closure at junction with Bickerley Road will be in place for duration of works (until the end of September). Bickerley Gardens has temporarily been made 2-way, with access in and out from the roundabout by Greyfriars Community Centre. This arrangement will be monitored for safety and traffic flow and will be adapted if necessary. Section of Bickerley Road has been resurfaced. The Deputy Town Clerk understood discussions are ongoing with HCC regarding traffic management for the next phase of works in Mansfield Road.

Replacement Tree – Market Place

HCC have confirmed that the tree stump in Market Place should be ground out within the next 3 months, and a replacement tree will be planted in the upcoming tree planting season (between October and March). The replacement will be an English Oak, but of a fastigate variety meaning that it will have a much narrower crown than an ordinary oak. Due to the proximity of the lamp column a normal sized oak would not be appropriate in this location.

The Committee members present noted the update in respect of projects (*Annex C*).

ACTION Jo Hurd

P/5882

NFDC/NFPA PLANNING COMMITTEE

It was noted that NFDC Planning Committee would consider application 21/10694 - 12 The Furlong - Installation of new fascia signage, projection sign and menu board (advertisement consent) at its meeting on 11th August. The Planning Officer's recommendation is contrary to the Council's recommendation to refuse the application. Members would consider their personal commitments over the weekend and inform the Deputy Town Clerk who should be registered to speak.

There being no further business, the Chairman closed the meeting at 1:10 pm.

RECEIVED
29th September 2021

APPROVED
3rd September 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

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Annex A to Planning, Town Environment Committee Minutes 6th August 2021
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
21/10548	27, Northfield Road, Ringwood. BH24 1LS	Use of annexe as residential (Retrospective)	Officer Decision (5)	

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

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Number	Site Address	Proposal	Observation	Comments
21/10668	2 Nursery Road, Ringwood. BH24 1NG	Demolish existing outbuildings; conversion of front building to 2 bed cottage; erection of 6 No 2 bed houses (7 dwellings in total); parking (AMENDED PLANS)	Refusal (4)	<p>Committee members were not convinced that some of the previous objections had been addressed and concerns remain with the proposed development. It was considered overdevelopment of the site, with too many units for the space available, despite reducing the number of units by one. The general appearance of properties would be out of keeping and have a detrimental impact on the character of the area, as detailed in the Local Distinctiveness SPD, with most properties on Nursery Road and Hightown Road being red brick semi-detached houses, with notable gaps in the roofline. There would be a lack of amenity for the new properties, with little outdoor space and small gardens.</p> <p>Neighbouring properties' amenities would be adversely affected in terms of overlooking, overshadowing, loss of light and privacy to a significant degree, and this would be exacerbated even more so for existing residents in the vicinity with the new layout, due to the building line being moved closer to the boundary, compared to the original plan. The parking provision is too low and contrary to NFDC Parking Standards. This would exacerbate the current issues with parking in the locality generally. No information has been provided by the applicant to indicate how flooding and drainage would be managed on site. There is no provision for the collection of waste. No detailed heritage statement has been provided nor an assessment of the</p>

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
21/10915	Estrella, 3, Meadow Close, Ringwood. BH24 1RX	Alterations and extension to the bungalow; loft conversion with side dormer; gable ends to roof	Refusal (2)	<p>impact of the development on the Conservation Area and The Railway Public House as an important building in the locality. There is a need for a noise assessment to be carried out in respect of the revised layout to assess the impact on the proposed new properties adjacent to the beer garden. It is understood the land has been used for various uses and a contaminated land survey has not been submitted. The Committee had concerns regarding the safety of the junction of Nursery Road and Hightown Road, as the line of sight is poor. There are no pavements, nor a turning circle in Nursery Road and the road itself is extremely narrow. A construction management statement would be required from the applicant in advance of any works, should development be allowed. There is no phosphate mitigation strategy. There are concerns about the safe removal of the underground slurry tank.</p> <p>The Committee felt that the design was unattractive, out of keeping and would have detrimental impact on the street scene. It would be overbearing for the neighbour at No5 causing a loss of light and overlooking from the juliet balcony.</p>

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

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Number	Site Address	Proposal	Observation	Comments
21/10940	11, Broadshard Lane, Ringwood. BH24 1RW	Proposed single and two-storey extensions at rear, flat roof to gable end; front porch	Refusal (4)	The Committee agreed the proposals were overdevelopment and contrary to Local Distinctiveness Supplementary Planning document given the prominent location on Broadshard Lane. The design of the front porch and rear extension, with particular regard to the flat roof, are out of keeping for the character of the local area. It is understood that works may have already commenced.
21/10961	119, Northfield Road, Ringwood. BH24 1SS	Alterations and extensions to existing dwelling	Refusal (2)	The Committee felt the proposals were contrary to the Local Distinctiveness Supplementary Planning document. The plans are excessive, out of keeping for the area and the design is poor. There were also concerns that it would have a detrimental impact on the amenities of the neighbouring properties.
21/10968	21, Orchard Close, Ringwood. BH24 1LP	Rear extension, roof extension (dormer) to form rooms in roof-space; porch	Refusal (2)	The Committee did not feel that the amendments were sufficient to address previous concerns. The proposal was overdevelopment of the site and that it would result in overlooking of the neighbouring property to the west and loss of light and amenity to the neighbouring property to the east.
21/10969	14, Meadow Close, Ringwood. BH24 1RX	Variation of condition 2 of planning permission 21/10514 to allow amended plans raising the ridge height of the extension on the front elevation.	Refusal (4)	The Committee felt that the proposed amendment would have a detrimental impact on the street scene and amenities of neighbouring properties.

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

Number	Site Address	Proposal	Observation	Comments
21/10975	71, Hightown Road, Ringwood. BH24 1NH	Single-storey front & side extension; use of garage as ancillary living	Permission (1)	
21/10978	69, Parsonage Barn Lane, Ringwood. BH24 1PU	Outbuilding	Refusal (2)	There is no objection in principle to the building, but Members felt there should be a condition that the outbuilding is not to be used as residential accommodation.
21/10988	16, Broadshard Lane, Ringwood. BH24 1RR	One and two-storey rear extension	Permission (1)	
21/10989	4, Hopclover Way, Ringwood. BH24 3FQ	Single-storey rear extension	Permission (1)	
21/11043	102, Eastfield Lane, Ringwood. BH24 1UR	Removal and re-instatement of roof covering to allow installation of felt, new battens, replacement of defective lead flashings; Insulation of roof-space; Installation of 2no log-burners and French drains (Application for Listed Building Consent)	Permission (1)	
21/11045	31, Hampton Drive, Ringwood. BH24 1SL	Ground-floor 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

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Number	Site Address	Proposal	Observation	Comments
21/11052	Finn M'Couls, 25 Market Place, Ringwood. BH24 1AN	Repairs to entire roof of listed building fronting Market Place to include; removal, storage and reinstatement of existing roof tiles (like for like replacement of damaged or missing tiles), removal of existing battens and felt, relaying new breathable felt and battens; removal and replacement of all defective leadwork including chimney flashings, soakers, parapet and valley gutters); re-pointing of defective mortar to chimneys and flaunchings; Like for like repair of defective rafters to include removal of rotted members (scarfing in new sections where possible); clearing out debris between ceiling joists and installation of wool insulation; timber treatment where and infestation identified (Application for Listed Building Consent)	Permission (1)	
21/11069	19, Highfield Drive, Ringwood. BH24 1RJ	Single-storey side 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
CONS/21/0328	The Studio, 58-60 Christchurch Road, Ringwood. BH24 1DR	Horse Chesnut x 1 - Reduce	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

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Annex A to Planning, Town Environment Committee Minutes 6th August 2021

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
21/00542	Oakapple Farm, Linford Road, North Poulner. Ringwood. BH24 3HZ	Porch to dwelling; installation of manege; tack room and hay store building; car port and tractor store building	Permission (1)	
21/00555	Fairfields, Narrow Lane, Poulner, Ringwood. BH24 3EN	Single storey extension	Permission (1)	
21/00597	Keepers Cottage, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Two storey outbuilding (demolition of existing outbuilding)	Refusal (2)	The Committee agreed that the amended design does not overcome the policy issues, particularly in relation to Policy DP37, as referred to in the Planning Officers' report.
21/00618	Land Adjoining Milky Down, Nouale Lane, Poulner. BH24 3EL	Stable block	Permission (1)	
21/00622	Waterditch, Cowpitts Lane, North Poulner, Ringwood. BH24 3JX	Repairs to Listed Building (Application for Listed Building Consent)	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

Applications decided under delegated powers : to be noted on 6th August 2021

Number	Site Address	Proposal	Decision
TPO/21/0344 NFNPA	Hangersley Cottage, Burcombe Lane, Hangersley, Ringwood. BH24 3JT	Prune 2 x Cooper Beech trees	21/7/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.
CONS/21/0346	Keepers Cottage, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Fell 1 x English Oak tree Prune 1 x Sycamore tree	21/7/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.
CONS/21/0349	Wentworth, Burcombe Lane, Hangersley, Ringwood. BH24 3JT	Fell 1 x Conifer tree Prune 1 x European Larch tree Prune 1 x Conifer tree Fell group of 2 x Lawson Cypress trees	21/7/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.

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.

There are remaining works to be carried out before the transfer process can commence.

The Planner has reminded the Developer that until any land is transferred they are responsible for the maintenance of the site. Maintenance of the soft landscaping is required. Areas owned by the housing association have their own maintenance team.

Monitoring of this site by the Site Monitoring Officer or the Open Spaces Officer will continue in the short and medium term.



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	Works commenced 26 July 2021 - expected to be complete by 20 August.	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 contributon 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 on 9 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 completed. Works to divert water main ongoing. 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 on 2 August for 7 weeks. 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	Completed	Men's Shed have completed the refurbishment to the specification agreed with the original supplier.	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

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							