

# Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

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www.ringwood.gov.uk

## PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

25<sup>th</sup> November 2021

A meeting of the above Committee will be held on **Friday 3<sup>rd</sup> December 2021** at 10.00am and your attendance is requested.



Mr C Wilkins  
Town Clerk

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### AGENDA

**1. PUBLIC PARTICIPATION**

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

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

**4. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of the meeting held on 5<sup>th</sup> November 2021

**5. PLANNING APPLICATION 21/10042 – LAND NORTH OF HIGHTOWN ROAD**

To receive an update from NFDC Chief Planning Officer

**6. LAND AT MOORTOWN LANE**

To receive a presentation on development proposals

**7. PLANNING APPLICATIONS**

To consider applications (*Report A*)

**8. NEIGHBOURHOOD PLAN**

To receive the notes of the Steering Group meeting on 8<sup>th</sup> November 2021 (*Report B*)

**9. COMMITTEE BUDGET**

To review budget bids for 2022/23

**10. STRATEGIC SITES**

To receive an update regarding development of allocated sites

**11. A31 IMPROVEMENT SCHEME**

To receive an update

**12. PROJECTS** (current and proposed)

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

**13. NFDC/NFNPA PDCC**

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

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

Committee Members

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

Student Advisors

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

<b>The Use Classes Order: Summary</b>	
A1	Shops
A2	Financial and Professional Services
A3	Food and Drink
B1	Business, including offices, research and development and light industrial
B2	General industrial building
B3	Special industrial: alkalis etc
B4	Special industrial: smelting etc
B5	Special industrial: bricks etc
B6	Special industrial: chemicals etc
B7	Special industrial: animal products etc
B8	Storage and Distribution
C1	Hotels and Hostels
C2	Residential Institutions
C3	Dwelling Houses
D1	Non Residential Institutions
D2	Assembly and Leisure

Number	Name	Address	Proposal	Deadline for comment	P.O. brief	<u>Recommendation</u> Permission (1) Recommend Permission, but would accept planning officer's decision Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons) Permission (3) Recommend Permission Refusal (4) Recommend Refusal (plus reasons) Officer Decision (5) Will accept planning officer's decision
21/10915	Mr & Mrs Smith	Estrella, 3 Meadow Close, Ringwood. BH24 1RX	Alterations and extension to the bungalow; loft conversion with side dormer; gable ends to roof <a href="#">view online here</a>	22.11		
21/11364	Hayward - Surereed Ltd	Finn M'Couls, 25 Market Place, Ringwood. BH24 1AN	Removal of contemporary box bay window on rear elevation and replacement with traditional sliding sash; blocking up of contemporary side window on rear outshut, lime render to ground floor level of existing rear brick elevation; replacement of weatherboarding above drumway with slate hanging (Application for Listed Building Consent) <a href="#">view online here</a>	3.12		
21/11441	Mrs G Wright	63, Addison Square, Ringwood. BH24 1NY	Two-storey rear extension; two-storey side extension <a href="#">view online here</a>	26.11 extn req		
21/11457	Mr & Mrs Wright	Potters Rest, The Bickerley, Ringwood. BH24 1ET	Ground floor single-storey rear and side extension <a href="#">view online here</a>	3.12		
21/11476	Mr & Mrs Herridge	Kielder, 16 New Road, Ringwood. BH24 3AU	Two-storey rear extension with flat roof side dormers <a href="#">view online here</a>	26.11 Extn req		
21/11499	Dr Karkera	3, College Road, Ringwood. BH24 1NU	Single-storey replacement garage to side of dwelling <a href="#">view online here</a>	3.12		
21/11530	Mr Lambert	Land adjoining 2A, Highfield Road, Ringwood.	3 Detached houses with associated parking and landscaping <a href="#">view online here</a>	10.12		

21/11540	Dr Shaw	35, College Road, Ringwood. BH24 1NU	Replacement of glass conservatory roof with a solid roof & roof lights <a href="#">view online here</a>	10.12		
21/11553	Mr & Mrs Hall	2, North Poulner Road, Ringwood. BH24 1SP	Conservatory to south elevation of property <a href="#">view online here</a>	10.12		
21/11584	Mr & Mrs Moorman	Latifa, Salisbury Road, Ringwood. BH24 3PA	Raise roof height, dormers and roof lights in association with new first floor; juliet balcony; single-storey side extension <a href="#">view online here</a>	24.12		
CONS/21/0575	Dr Rodericks	Jubilee Gardens, West Street, Ringwood. BH24 1DY	Willow x 1 Pollard <a href="#">this link</a>	7.12		
CONS/21/0580	Mrs Slater	5, Stephens Walk, Ringwood. BH24 1BU	Robina – Reduce <a href="#">this link</a>	9.12		
CONS/21/0591		3 Woodstock Lane, Ringwood, BH24 1DT	Cherry x 1 Reduce <a href="#">this link</a>			
TPO/21/0579	Mrs Walker	Branksea, 18 New Road, Ringwood, BH24 3AU	Monterey Pine x 2 – P <a href="#">this link</a>	8.12		
TPO/21/0597	Mr Williams	The Spinney, St Aubyns Lane, Hangersley, Ringwood, BH24 3JU	Prune 4 x Oak trees <a href="#">this link</a>	3.12		



## Ringwood Neighbourhood Plan

### Ringwood Neighbourhood Plan Steering Group

#### Notes of meeting held on Monday 8 November 2021 at 6pm in The Fish Inn

Present: Cllr Gareth DeBoos  
Janet Georgiou  
Cllr John Haywood (Chair)  
Joe Moorhouse  
Geoff Ridgway  
Mark Ruckwood  
James Swyer  
Chris Treleaven

1. Apologies were received from Cllrs Philip Day and Tony Ring
2. No declarations of interest were made.
3. Notes from the previous meeting were received and accepted.
4. There was no feedback from Ringwood Town Councillors.
5. Working group updates
  - a. **Town Centre** - The draft report from the initial survey work is ready for release. There was discussion about the Bus depot and options for it, and Greyfriars' long-standing development plans. Janet expressed an interest in seeing the feasibility work for this if it is available to us. There was discussion about the bus station and the Regal development. There was discussion about the possibility of a government grant following up the grant that was unsuccessful in the summer (as our project didn't fit its criteria well - the government department had approached us with a grant that might better suit what we might be looking to do (**Action: JH - speak to department**)).
  - b. **Design & Heritage** - There was a discussion around local distinctiveness and local listing. The leisure centre was proposed as an example of a good candidate for local listing and there was discussion about the wide range of possibilities and how local listing and national listing are distinct. The group

agreed that this was a good idea and the leisure centre was a good example. The Aecon work has started on local distinctiveness.

Building for a Healthy Life assessment is going to be a key recommendation for policy - there was discussion of the workstream's belief that it would have led to better quality development in Beaumont Park.

The possibility of article 4 directions and local building codes was also discussed.

- c. **Environment** - there has been progress this month and there has been discussion with ONeillHomer on what kind of policies might achieve some of the group's aspirations balanced with the increased chance of success of policies that have passed examination elsewhere before (e.g. Southbourne, West Sussex)
  - d. **Housing & Infrastructure** - contact with Petersfield has been made to tap into their experiences with a neighbourhood plan. The whole matter of Community Land Trusts was discussed - Petersfield has experience with these. The demand for self build and custom build was discussed.
6. Janet updated on the first town centre stakeholder meeting (the "shopkeeper" meeting) and the fact that NFDC officers did not attend and only Louise Evans tendered apologies very late in the day. The group expressed its disappointment and the chair was tasked with writing to NFDC to convey this and to ask how to best ensure attendance at the next meeting. (Action: **JH**)
  7. Concern was registered about the ability for the group to make the target of policy recommendations for the 13th December. It was made clear that this goal was to show what we have - it doesn't mean that we need polished output. There was discussion around the nature of the output and how there was a need for output to be in a form that NFDC could use to tailor their Local Plan Part 2 work. (Action: **Group**)
  8. James gave a general update especially on significant local press coverage. There was concern that people were finding it difficult to find the website and surveys - it was determined that a lack of links from the town council website was causing this. It was also agreed that we would put links in newspapers and also provide paper versions at publicised places for those who are not online. (Action: **JH - talk to Jo Hurd, JS**)
  9. There was discussion about the pressing need to determine land ownership for as much of the land of interest as possible (town centre and possible smaller development sites).
  10. Noted

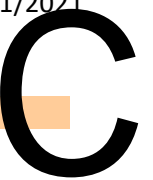


## Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress	Application for planning permission submitted. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Other procurement tender has closed.	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
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	In progress	Work continues on building evidence and drafting policies, with the Plan focussing on 4 themes - Town Centre, Design & Heritage, Environment and Housing.	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	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. 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 - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks completed on 1 April. Annual stream clearance 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
PTE4	Climate Emergency	In progress	REAL WP recommend supporting free bus initiative currently being investigated. A bid for a further £1,000 has been put forward for consideration for inclusion in the 2022/23 budget.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000

Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:

A31 widening scheme	In progress	Preparatory works on A31 commenced. Closure of westbound on-slip at Ringwood delayed until 04/01/2022, contraflow to be in place by end January 2022. Scheme due for completion by end 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 ongoing in Mansfield Road, due for completion by 06/12/2021. Some work still required on Bickerley - land to be fully restored by SWW. 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
Replacement Tree - Market Place	In progress	Tree stump has been ground out and replacement tree (Field Maple) will be planted in its place by end March 2022.	New tree to replace tree stump in Market Place.	Hampshire CC	HCC funded
Railway Corner	In progress	Project supported by RTC.	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	



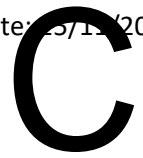
### Policy & Finance Committee

PF1	Website renewal	In progress	The initial content of the new site is now almost complete. Transition to the new site and hosting arrangements is imminent.	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	Work has been suspended for operational reasons. A review of the project is scheduled for December.	To provide youth workers for detached outreach work	Carvers Manager	
PF4	Review of governance documents	In progress	Revisions to Financial Regulations completed in September. Committee terms of reference and the Scheme of Delegation will be considered next.	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	Technical advice on track maintenance options in line with members' recommendations is being obtained.	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	Completed	The repair has been completed. An inspection and maintenance regime is being implemented. A re-dedication ceremony was held on 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	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	Completed	The agreed works have all now been completed. A proposal by community groups to plant the new earth bunds is expected to be actioned this month.	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	Cllr Briars has kindly produced some initial drawings which are being considered.	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	An update on the columbarium proposal was given at the meeting on 6th October and further planning of the work is proceeding.	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	In progress	Draft heads of terms of new lease under discussion	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	The Carvers Working Party will meet on 30 November to consider service proposals from landscape designers	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
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**Staffing Committee**

S1	HR support contract renewal	In progress	Terms agreed for five-year extension and addition of health and safety support.		Town Clerk
S2	Finance Staffing review	Completed		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
<b>Full Council</b>							
None							
<b>Planning Town &amp; Environment Committee</b>							
	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		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
<b>Policy &amp; Finance Committee</b>							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
<b>Recreation, Leisure &amp; Open Spaces Committee</b>							
	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	Preliminary discussions with local community groups	Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
<b>Staffing Committee</b>							
None							