

Ringwood Town Council

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

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PLANNING, TOWN & ENVIRONMENT

Dear Member

21st May 2025

A meeting of the above Committee will be held on **Wednesday 28th May 2025** following the Recreation, Leisure and Open Spaces Committee meeting, during the adjournment of the Annual Meeting, and your attendance is requested.



Mr C Wilkins
Town Clerk

AGENDA

1. Apologies for Absence
2. Election of Chairman
3. Election of Vice Chairman
4. Sub-Committees and Working Parties
 - i) To consider recommendations in relation to sub-committees and working parties
 - ii) To confirm appointment to those remaining, until the next elections in 2027. In the event of any councillor wishing to relinquish an appointment, to appoint a replacement.
 - iii) To consider revised Terms of Reference (*Report A*) and make recommendation for approval

PLANNING, TOWN & ENVIRONMENT		
Sub Committee / Working Party	Membership	
Flood Action Working Party (2)	Cllr Peter Kelleher Flood Warden: Peter Street	<i>Wind up</i>
Neighbourhood Planning Steering Group (4 max)	Cllr Luke Dadford Cllr Gareth DeBoos Cllr Mary DeBoos Cllr Janet Georgiou Cllr John Haywood	<i>Wind up</i>
Thriving Market Place Working Party	Cllr Gareth DeBoos Cllr Janet Georgiou Cllr John Haywood Cllr Michael Thierry	<i>Move to the 'representatives on outside bodies' list</i>
'Building for a healthy life' panel	Cllr Gareth DeBoos Cllr Mary DeBoos Cllr Rae Frederick Deputy Town Clerk Members of RNP Design & Heritage Team	<i>Retain</i>

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.



Building for a Healthy Life Panel Constitution

This document is intended to supplement the Standing Orders of the Council. In the event of conflict between this document and the Standing Orders, the Standing Orders will prevail.

1. Status, membership and quorum for meetings

- 1.1 The Building for a Healthy Life Panel is a sub-committee established by the Planning, Town & Environment Committee of Ringwood Town Council to which it shall report all its proceedings and by which it may be dissolved at any time.
- 1.2 The Building for a Healthy Life Panel is a standing sub-committee.
- 1.3 Membership of the Building for a Healthy Life Panel shall comprise such members of the Council as the Planning, Town & Environment Committee or the Council shall from time to time appoint.
- 1.4 Members of the Building for a Healthy Life Panel shall hold office until the annual meeting of the Council next after the date of their appointment unless otherwise determined by the Planning, Town & Environment Committee or the Council.
- 1.5 The quorum for meetings of the Building for a Healthy Life Panel shall be three or one-third of the total membership of the sub-committee at the start of the meeting rounded up to the nearest whole number (whichever is the greater).

2. Terms of reference

- 2.1 The primary purpose of the Building For a Healthy Life Panel is to exercise on behalf of the Planning, Town & Environment Committee all its powers, duties and functions with regard to the matters listed in paragraph 2.2 below. In exercising this function, the sub-committee shall:
 - 2.1.1 be bound by all relevant policies adopted by the Council and subject to the Council's budget and system of budgetary controls; and
 - 2.1.2 supervise the work of relevant officers and hold them to account.
- 2.2 The matters within the sub-committee's remit are the following: -

- 2.2.1 To ensure compliance of proposed developments of 10 or more dwellings with Ringwood Neighbourhood Plan Policy R8: Building for a Healthy Life.
- 2.2.2 To work with applicants and Local Planning Authority officers on carrying out Building for a Healthy Life assessments.
- 2.2.3 To review and comment on Building for a Healthy Life assessments submitted as part of the planning process.

3. Delegated powers

- 3.1 The following powers are delegated to the Building For a Healthy Life Panel to enable it to discharge its functions:
 - 3.1.1 To co-opt additional, non-voting members to itself as it shall deem expedient.

4. Rules about meetings

- 4.1 The provisions of Standing Order 3 which apply to sub-committees shall apply to the Building For a Healthy Life Panel.
- 4.2 Meetings may take place in person or by using videoconferencing technology but meetings in person shall not be held in licensed premises.
- 4.3 The Deputy Town Clerk shall attend every meeting and act as clerk to the Building For a Healthy Life Panel and if unable to attend they shall arrange for another officer to deputize for them.

Adopted by: Ringwood Town Council on *[tba]* (minute ref. no. *[tba]*)