

Ringwood Town Council

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

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

24th October 2024

A meeting of the above Committee will be held on **Friday 1st November 2024** at 10.00am in the Forest Suite, Ringwood Gateway and your attendance is requested.



Mr C Wilkins
Town Clerk

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 4th October 2024

5. PLANNING APPLICATIONS

To consider applications and to note application determined under delegated powers (*Report A*)

6. LAND OFF MOORTOWN LANE 21/11723 and 23/10707

To receive a verbal report on further meeting with NFDC and the applicant on 30th October 2024, consider response to re-consultation (*see Report A*) and representation to NFDC Planning Committee on 13th November 2024 (*Report B to follow*)

7. STRATEGIC SITES

To receive updates in relation to strategic sites:-

- i) Land off Crow Lane / Crow Arch Lane (Beaumont Park)
- ii) Land north of Hightown Road (21/11042)
- iii) Land off Moortown Lane (21/11723 and 23/10707)
- iv) 2 Market Place and Meeting House Lane (23/11255)
- v) Snails Lane

8. FLOOD MITIGATION

To receive the notes of the meeting with Environment Agency on 3rd October 2024 (*Report C*)

9. NEW FOREST LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN (LCWIP)

To consider the Deputy Town Clerk's report (*Report D*) and the draft response to the consultation (deadline 3rd November 2024).

10. APPLICATIONS FOR PREMISES LICENSES

To consider applications for Grant of Premises Licence (*Report E*):

- i) TAP Bar & Restaurant (deadline 13th November 2024)
- ii) Ringwood Community Hub, Long Lane (deadline 7th November 2024)
And to note application for which the deadline for comments has passed:
- iii) Market Stall outside 14 Market Place (sales of alcohol every Wednesday between 09:00 and 16:00)

11. COMMITTEE BUDGET

To consider the Finance Manager's report on 2024/25 revised budget and 2025/26 draft budget (*Report F*)

12. PROJECTS (current and proposed)

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

13. NFDC/NFNPA PLANNING COMMITTEE

To review, if any, applications that are due before NFDC/NFNPA Planning 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.

Committee Members

Cllr Philip Day (Chairman)
Cllr Glenys Turner (Vice Chairman)
Cllr Luke Dadford
Cllr Gareth Deboos
Cllr Mary DeBoos
Cllr Rae Frederick (ex-officio)
Cllr Janet Georgiou
Cllr Peter Kelleher
Cllr James Swyer
Cllr Becci Windsor

Officers

Jo Hurd, Deputy Town Clerk
Nicola Vodden, Office Manager

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

Number	Name	Address	Proposal	Dead line	<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
21/11723	Crest Nicholson South	SS13 - Land Off, Moortown Lane, Ringwood	RECONSULTATION: Due to additional documents. Hybrid planning application comprising a total of 443 dwellings: Outline planning permission (all matters reserved except access) for residential development of up to 293 dwellings, public open space, ANRG, SuDS, Landscaping, other supporting Infrastructure associated with the development; Full permission for 150 dwellings with means of access from Moortown Lane, associated parking, ANRG, open space, landscaping, and SuDS, other supporting Infrastructure associated with the development. This application is subject to an Environmental Assessment and affect Public Rights of Way. view online here	22.10	
24/10852	Ms Woodrow	18 Highfield Avenue, Ringwood. BH24 1RH	Roof extension including raising the ridge, front and rear gables and side dormer to facilitate creation of first floor; single-storey extension to form porch view online here	8.11	
24/10887	Martch & Rowden Construction Limited	72-74 Southampton Road, Ringwood. BH24 1JD	Change of use from office (Use Class E) to three dwellinghouses (Use Class C3) (Prior Approval application) view online here	22.11	
24/10892	Mr Puddy - Utilities Manager - Wessex Internet Ltd	Areas Of Land In And Around Kingston Common, Ringwood	Installation of fibre optic cable to provide full fibre broadband services (Prior Approval Application) view online here	4.11	
24/10898	Mr Matthes	Site of Boundary Cottage, 272 Christchurch Road, Ringwood. BH24 3AS	Erection of a detached garage view online here	15.11	

24/01259CONS	Mr Jones	Berricombe, Linford Road, Linford, Ringwood. BH24 3HX	Fell 1 x Scotts Pine tree (T1 on the plan) view online here	10.11	
CONS/24/0473	Dr Savage	Old Bridge Cottage, The Bridges, Ringwood, BH24 1EA	Fir Tree x 1 - Fell Willow Tree x 1 – Reduce view online here	4.11	
CONS/24/0478	Mr Moule	116 Christchurch Road, Ringwood. BH24 1DP	Sycamore x 1 Fell view online here	6.11	
CONS/24/0507	Brocklebank	Manor House, Southampton Road, Ringwood, BH24 1HE	Oak x 1 Reduce view online here	1.11	
					<u>Applications considered under delegated powers:-</u>
TPO/24/0472	Mr l'Anson	Old Auction House, 54 Southampton Road, Ringwood, BH24 1JD	Oak x 1 Reduce	31.10	14.10.24 P(1) Recommend permission but would accept the Tree Officer's decision.

Flood Mitigation - Notes of meeting held on 3 October 2024

Present: Cllrs Day, M DeBoos, G DeBoos, Frederick, Georgiou and Kelleher
Jo Hurd
Mike Holm, Flood Management Advisor, Environment Agency (Wessex region)

It was noted that both HCC and NFDC representatives had declined an invitation to this meeting. HCC had nothing to add to a written response and NFDC took the view that, as the planning authority, they take advice from the EA and HCC who ensure that Flood Risk Assessments and mitigation proposals submitted as part of a planning application are given sufficient scrutiny and are robust and fit for purpose.

MH confirmed that Ringwood comes within the EA's Wessex region (based in Blandford) for water and river management. However, any planning issues are dealt with by the Solent/South Downs Sustainable Places team (based in Romsey).

He said that last winter was the wettest on record since 1871. There had been particularly unusual weather over the last two years and we will continue to see more extreme weather. River levels have been higher, including during the summer months, and there was twice as much rain as normal in September 2024.

EA focus and remit is on main rivers (Avon and Bickerley Millstream), although they have a strategic overview and do have limited powers. The EA was responsible for installation of flood defence features on Bickerley and Jubilee Gardens, without which there would have been property flooding.

Other watercourses are ordinary watercourses so HCC responsibility (although riparian owners have responsibility for maintenance). HCC is the Lead Local Flood Authority (LLFA), has permissive powers and is the consenting authority.

Proposed development north of Hightown Road – SS14 – (planning application 21/10042)

It was noted that the EA originally submitted an objection to this development, which was subsequently removed.

The Town Council has stated that there has been a significant change in water movement over the last few years, with new springs appearing, land not drying out, stream running faster etc. There is lots of anecdotal evidence of increased water but nothing has been reported and officially recorded. There are no water gauges on site and there is no information on the boreholes used. Also, the flood report submitted with the application was written in 2019. The concern is that the proposed mitigation is not based on correct data.

MH explained that the mitigation is based on data from the NFDC strategic flood risk assessment carried out in 2017. This was adopted by EA as best available data and fit for purpose. The developer takes this information and refines it. In this case they propose to re-engineer the way the water works on site to protect the area they want to develop. Mitigation will also allow for climate change and deal with on-site drainage. Any new development should provide betterment in this respect.

There was particular concern as when the Beaumont Park estate (off Crow Lane and Crow Arch Lane) was built, the area at the time was classified as Flood Risk 1. It has since been increased to Flood Risk 3, and is only 30 metres south west of the development site north of Hightown Road.

The only water course out of the area is Crow Stream. Restrictions, such as culverts under the entrances to Chard Land and Solent Coaches, have made matters worse, and the flow is restricted. Crow Lane itself has been impassable several times this year.

When asked if the EA would look again at the planning application, MH replied that if there was significant new evidence, this might be considered. However, the EA only provides advice to the planning authority and has no mechanism to delay an application. He said reporting was crucial, even historic records of property flooding. As outline permission was pending approval (subject to completion of the s106 agreement) it was noted there is a mechanism to retrospectively add conditions, although these would need to be reasonable. (Note – additional evidence has been submitted to both NFDC and HCC).

It was noted that HCC has a role in emergency planning, and is responsible for ensuring dry and safe access and egress to new developments.

Natural Flood Management

Cllr Kelleher explained that the Council's Flood Wardens are working with local landowners in the east of the parish on a project looking to hold water back. They have been working with Wessex River Trust and other organisations, but to date EA has not been involved. MH advised that Aly Maxwell is best placed to represent the EA in these discussions.

MH said there are funds available for flood risk management, although the criteria for spending is challenging.

There has been a cultural change in the EAs approach and there is more focus on making properties more resilient and able to recover quickly, although it was noted this is hard to do for listed buildings.

Moortown Lane Flood Relief Drain

It was noted that the flood relief drain in Moortown Lane is not in use, and the Town Council was pushing for this to be brought back in to use to relieve flooding and take water direct to the main river. MH said that he would speak to HCC on this matter. It was hoped that it could be looked at in advance of work on the Catchment Management Plan (expected in 2026/27).

New Forest Local Cycling and Walking Infrastructure Plan (LCWIP)**1. INTRODUCTION**

- 1.1 The New Forest Local Cycling and Walking Infrastructure Plan (LCWIP) sets out the ambition for investment in walking and cycling in the New Forest area over the next 10 years.
- 1.2 Hampshire County Council (HCC), New Forest District Council (NFDC), New Forest National Park Authority (NFNPA) and Forestry England have worked together to develop this LCWIP and are now inviting views on the on the draft plan and proposed routes and zones. The deadline for comments is Sunday 3 November 2024.
- 1.3 The draft LCWIP can be viewed here: <https://documents.hants.gov.uk/transport/new-forest-district-lcwip.pdf>, with further information and access to two short surveys and the ability to add comments to a map here: <https://storymaps.arcgis.com/stories/82b46f9bb69c4acbaf4e2b0b1f50a6e>.
- 1.4 Members of the public are encouraged to complete the surveys on their personal experience of walking and cycling routes and suggestions for improvements. As a key stakeholder, the Town Council is being asked to comment as follows:
1. What are the main barriers to walking and cycling in the New Forest
 2. General feedback on the LCWIP route network
 3. Specific feedback on the utility route network, primary and secondary routes
 4. Specific feedback on the leisure route network, on-highway and off-highway routes
 5. Specific feedback on the additional routes for consideration
 6. Feedback on the Core Walking Zones (CWZs)
 7. Other comments

2. PROPOSALS FOR RINGWOOD

- 2.1 Proposals specific to Ringwood in the LCWIP are as follows:
- Ringwood Core Walking Zone – see pages 55 to 58
 - Cycle Route 100 – Wick to Walkford via Fordingbridge and Ringwood - see pages 76 to 89
 - Cycle Route 210 – Ringwood to Totton via Emery Down – pages 127 to 133
- 2.2 For each route, there are a number of suggestions as to how areas and junctions can be improved, such as the introduction of 20mph speed limits; redesigning junctions to give priority to cyclists and pedestrians; and additional crossing points.

3. DRAFT RESPONSE

- 3.1 At the last meeting of this Committee, it was agreed to set up a Task & Finish Group to prepare a draft response to the consultation for consideration by the Committee (*P/6352 refers*).
- 3.2 A meeting of the Task & Finish Group was held on 21 October 2024, with Cllrs G DeBoos and Swyer and the Deputy Town Clerk in attendance. Cllr Haywood tendered his apologies. The Group took into consideration provisional LCWIP reports prepared by Cllr G DeBoos and endorsed by this Committee in June and October 2021 respectively (Utility Travel in Ringwood – Schools, and Utility Travel outside Ringwood), and Policy R11 of the Ringwood Neighbourhood Plan and the accompanying Active Travel Policy Map.

3.3 The draft response is set out in Appendix A for consideration by Members.

4. RECOMMENDATION

4.1 It is RECOMMENDED that the draft response, with any changes agreed at the meeting, be submitted to Hampshire County Council.

For further information, please contact:

Jo Hurd
01425 484721
Jo.hurd@ringwood.gov.uk

NEW FOREST LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN (LCWIP) CONSULTATION DRAFT

RINGWOOD TOWN COUNCIL PROPOSED RESPONSE

Ringwood Neighbourhood Plan

Ringwood Neighbourhood Plan – as this has now been made, any reference to it needs to be updated (pages 14,15 and 56). It is now a statutory planning document, and as such Policy 11 (Encouraging Active and Healthy Travel) and the accompanying Active Travel Policy Map should be referenced and taken into consideration in the LCWIP (**see attached**).

Ringwood Core Walking Zone (pages 55 to 58)

There doesn't appear to be any clear justification for the extent of the proposed CWZ. It excludes key areas/well used links such as Linden Gardens/Gravel Lane; Strides Lane and Deweys Lane; Church of St Peter and St Paul Churchyard; local shopping centre off Butlers Lane and the two schools in Poulner. It should extend east to at least pick up Wellworthy Way and the established route through Forest Gate Business Park / Victoria Gardens.

It is essential to get this area right as it will be the starting point for development of a Local Access Plan.

We propose that the CWZ should link to all the schools and the two strategic sites in the town, which would then cover all proposals outlined in the RNP Active Travel Policy Map.

All proposals outlined in the RNP Active Travel Policy Map should be included in the detail of potential options for the CWZ.

We do not agree with the comment on page 56 that completion of strategic sites SS13 and SS14 “will incorporate the creation of a new road layout in the town that is anticipated to take much of the through-traffic away from the town centre..” This is simply not the case as Moortown Lane and Crow Lane are narrow rural lanes unsuitable for through traffic of any volume, and there are no proposals to upgrade them (save for a short section of widening of Moortown Lane between its junction with Christchurch Road and the proposed entrance to SS13). Contrary to this statement, we believe that development of both strategic sites will increase the volume of town centre through-traffic.

Barriers to walking – need to check flooding of A31 underpass – has this improved since works were carried out by National Highways?

Z2.1.2 – we question the need for signalised crossings and cycle-friendly design at the Southampton Road/Gorley Road junction as sight lines are very good in this location.

Note that improvements are proposed to accommodate cyclists and pedestrians at the junction of Southampton Road and Gorley Road spur to the east as part of the development of SS14 (planning application 21/10042 – off site highway works).

Z2.1.3 – Mount Pleasant Lane should read Parsonage Barn Lane

More detail is needed on the suggested Dutch-style roundabout or cyclops junction at the Mansfield Road/The Furlong roundabout before this can be supported.

Note that s106 highway contributions are being sought by HCC from the SS13 strategic site for “multi-modal transport improvements to reduce vehicular traffic” at this junction.

Z2.1.4 – we recall that when the pedestrian refuge to the south of the Mansfield Road/Christchurch Road mini roundabout was installed, this had to be redesigned due to the size of lorries using this route, and therefore question the possibility of implementing some of the suggested improvements (e.g. narrow lanes).

There is reference made to traffic calming in Christchurch Road, but it is not clear what this refers to – is it measures to reduce traffic speed/volume outlined in the detail of cycle route 100 (100.4.5)?

Note that HCC has already agreed contributions with the developer of SS13 (pending determination of planning application 21/11723), and these suggestions are not included.

Z2.1.7 and Z2.1.8 – reference should be made to the Thriving Market Place proposals currently being designed by HCC.

Z2.1.8 – the photograph is incorrect.

Z2.1.10 – we question the possibility of implementing any pavement widening in Christchurch Road, particularly the location as shown in the corresponding photograph, due to the narrow width of the carriageway.

Proposed Cycle Route 100 (Ringwood section pages 84 to 87)

100.4.4 – previous comments made on Z2.1.3 apply.

100.4.5 – we do not agree with the potential alternative route as outlined. A better alternative route already exists – **see attached plan**.

100.5.2 – 100.5.4 – the alternative route via Moortown Lane to Charles’s Lane is preferable due to the speed and volume of traffic using Christchurch Road, and the fact that Rod Lane is liable to flooding.

100.5.5 – south from Charles’s Lane to Sandford, Crow Stream would be a significant restraint to making any improvements. This stream is kept clear by volunteers to maintain the flow of water away from residential areas to the north, particularly in times of flood.

Proposed Cycle Route 210 (Ringwood section pages 127 to 129)

This route was identified by the Town Council in its Utility Travel outside Ringwood Town report in September 2021, and is therefore supported.

210.1.1 and 210.1.2 - Mount Pleasant Lane should read Parsonage Barn Lane

210.1.2 – it is unlikely that traffic volumes will be so high as to necessitate bus gate modal filters in Southampton Road.

Additional routes for consideration

Both proposed routes A1 and A3 do not appear to follow established roads or footpaths (and are even routed through bodies of water) – no comment is made on these routes as it is not clear what is being proposed.

General Comments

There is no mention made of e-bikes. We suggest that Ringwood town centre would be an ideal location for an e-bike charging hub. If a location can be identified (close to Ringwood Gateway), routes leading to it can be developed accordingly.

Castleman Trailway – there is mention of the Trailway on page 56. Improvements, such as signage, are required to better connect the section between Bickerley Road and Embankment Way, and to deliver an extension beyond Barrack Lane.

Where carriageways are not wide enough for new infrastructure, the default appears to be creation of 20mph zones. While some may be supported, there is a concern about the enforcement of these.

We are concerned that the consultation web page is difficult to navigate and not user-friendly. This appears to be reflected in the very low number of comments on the Survey Results Map (at the time of writing there was only one comment in the Ringwood area). The outcome of the consultation may therefore not be representative of a wide range of views. It was also not possible to open the Map Based Survey on Town Council PCs.

We look forward to working with HCC on development of a Local Access Plan for Ringwood

Policy R11: Encouraging Active and Healthy Travel

A. The Neighbourhood Plan Policy Map identifies the existing Sustainable Travel Network and opportunities for improvements, as shown on the Active Travel Policy Map, for the purpose of prioritising active and healthy travel.

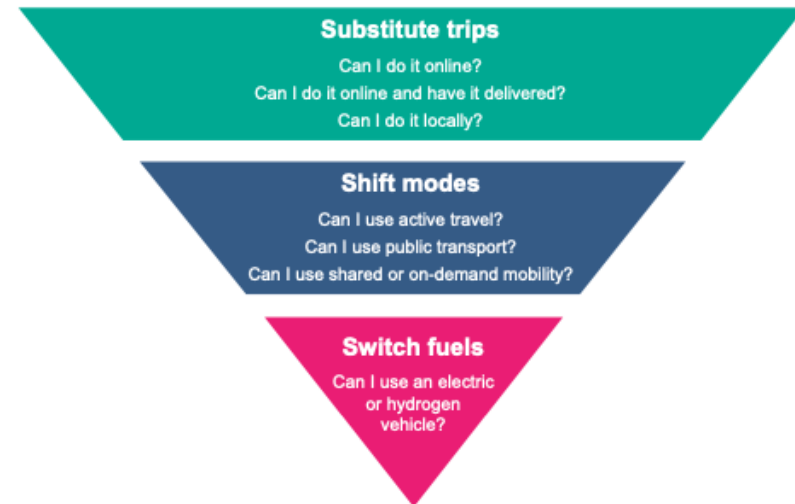
B. Development proposals on land that lies within or adjacent to the Network will be required, where practical, to provide opportunities for a more joined-up Network of walking and cycling routes to the town centre, local schools and community facilities and accessible green space by virtue of their layout, means of access and landscape treatment.

C. Proposals for major development (10 dwellings or above) should adopt the Sustainable Accessibility and Mobility Framework, as illustrated, and demonstrate how they have, in the following priority order:

- (i) sought to minimise the need to travel beyond the parish;**
- (ii) for longer trips, sought to encourage and enable the use of active, public and shared forms of transport; and,**
- (iii) for trips that must be made by car, sought to encourage and enable the use of zero emission vehicles.**

5.70 This policy embraces the principles of the Sustainable Accessibility and Mobility (SAM) Framework advocated in the Net Zero Transport report published by the Royal Town Planning Institute in 2021 ([Link](#)). The Framework adopts a place-based approach to net zero transport by focusing on solutions that create better places and healthier, happier, more resilient communities. It fits well with Hampshire County Council's draft Local Transport Plan 4 (LTP4) and the emerging New Forest Local Cycling and Walking Infrastructure Plans (LCWIP) which will encourage more local journeys to be undertaken on foot and by bike.

5.71 The SAM Framework objectives are critical to good planning, linking the imperative to reduce transport emissions with wider objectives related to decarbonisation, housing growth and nature recovery. This hierarchical approach (shown below) calls for measures that first focus on the role of place in reducing trips, before considering how to increase the proportion of the remaining trips that are taken by active, public and shared forms of transport.



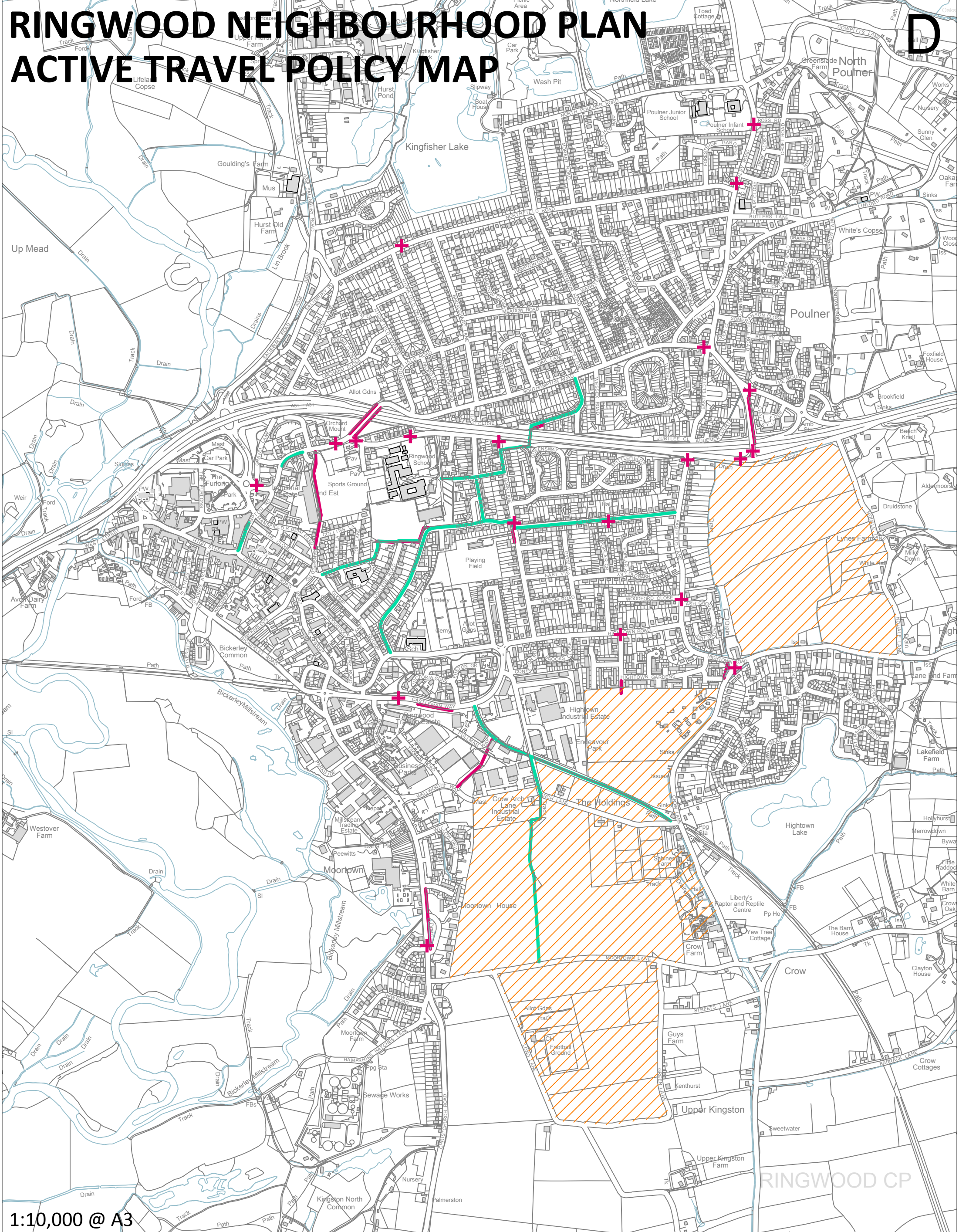
5.72 The layout design of new development must also apply Manual for Streets best practice principles to create a permeable network of streets and spaces that support connections to local services and facilities in the Parish based on the principle of a '20 Minute Neighbourhood' while also enabling residents to access green space to meet the requirements of Natural England's Accessible Greenspace Standard (ANGSt). The overall aim being to support the physical and mental well-being of our community. For the avoidance of doubt, the network will not support or encourage access to internationally significant nature conservation sites.

5.73 The policy also maps a network of walking and cycling routes through the town to its boundaries where many routes continue to connect the town with the countryside and its neighbouring settlements. The aim of both is to raise awareness of the routes to encourage safe and convenient use, and to identify future opportunities to improve their connectivity, in line with NFDC Policy CCC2: Safe and Sustainable Travel and NFNPA Policies SP 54 'Transport Infrastructure' and SP55 'Access'.





5.74 An initial review of walking and cycling routes to schools was conducted as part of the Town Council's LCWIP work and is included in the evidence base.

RINGWOOD NEIGHBOURHOOD PLAN ACTIVE TRAVEL POLICY MAP

D



1:10,000 @ A3

-  NFDC Local Plan Footpath & Cycle improvements
-  LCWIP* Improvement Opportunities - Paths
-  LCWIP* Improvement Opportunities - Crossings
-  NFDC Strategic Site Allocations

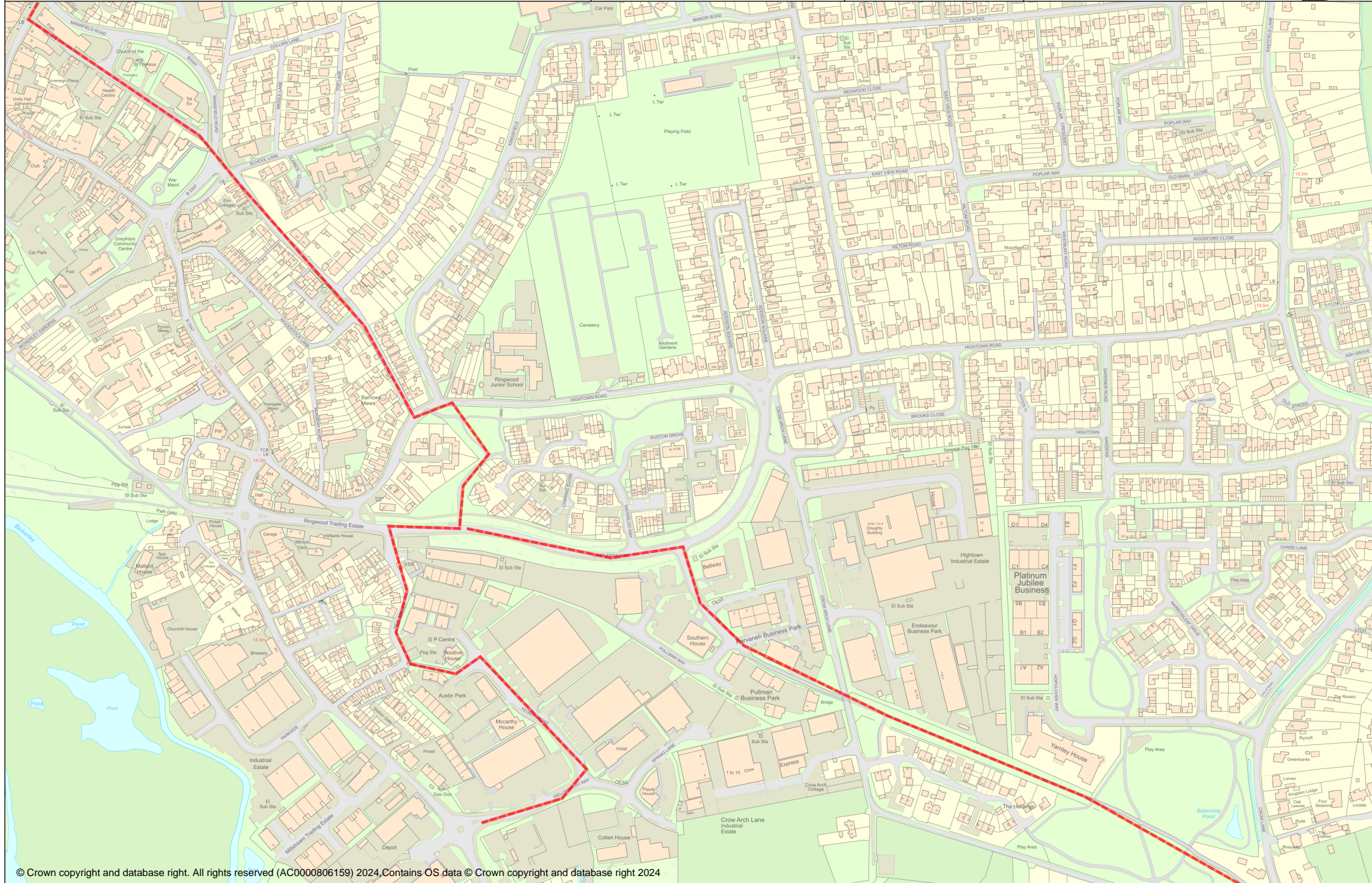
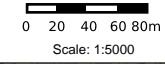
*Local Cycling & Walking Infrastructure Plan

Walking / Cycling Routes

Ringwood

Author: J. Hurd

Date: 22/10/2024



Environmental and Regulation

Service Manager: Joanne McClay

Mr C Wilkins
Ringwood Town Council
Ringwood Gateway
The Furlong
Ringwood
Hampshire
BH24 1AT

Our Ref: LICPR/24/05581

Your Ref:

16 October 2024

Dear Mr Wilkins

Licensing Act 2003 - Grant of Premises Licence (S17)

Premises: TAP BAR & RESTAURANT TAP BAR & RESTAURANT, 2 STAR LANE, RINGWOOD, BH24 1AL

Ref: LICPR/24/05581

This letter is sent to you for information as an organisation representing the local area to advise that the above application has been received by the Licensing Authority.

Details of the application are shown below, online at www.newforest.gov.uk/article/1377/Public-registers-of-licences and should also be displayed on the premises. Full details of the application can be viewed at the Council Offices, Appletree Court, Beaulieu Road, Lyndhurst, Hampshire SO43 7PA

The details of the application for a premises licence are as follows:

To sell alcohol on the premises from 12:00hrs to 22:00hrs Monday to Thursday. Friday and Saturday 12:00hrs to 23:00hrs, Sunday 12:00hrs to 17:00hrs. The hours the premises will be open Monday to Thursday 09:00hrs to 22:00hrs, Friday and Saturday 09:00hrs to 23:00hrs and Sunday 09:00hrs to 17:00hrs.

I would remind you that when considering making a representation, or advising constituents who might wish to make a representation, the Licensing Authority may only consider representations which infringe or violate one or more of the four licensing objectives, which are:

- Prevention of crime and disorder,
- Public safety,
- Prevention of public nuisance,
- Protection of children from harm.

The timescale for representations is laid down in regulations attached to the Act and may only be changed by Parliament. Therefore the final date for representations is **13 November 2024**.

Yours sincerely

Christa Ferguson

Licensing Manager
Licensing Services

Tel: 023 8028 5505
Email: licensing@nfdc.gov.uk

Environmental and Regulation

Service Manager: Joanne McClay

Mr C Wilkins
Ringwood Town Council
Ringwood Gateway
The Furlong
Ringwood
Hampshire
BH24 1AT

Our Ref: LICPR/24/05474

Your Ref:

10 October 2024

Dear Mr Wilkins

Licensing Act 2003 - Grant of Premises Licence (S17)

Premises: RINGWOOD COMMUNITY HUB Ringwood Community Hub, 155 LONG LANE, UPPER KINGSTON, RINGWOOD, BH24 3BX

Ref: LICPR/24/05474

This letter is sent to you for information as an organisation representing the local area to advise that the above application has been received by the Licensing Authority.

Details of the application are shown below, online at www.newforest.gov.uk/article/1377/Public-registers-of-licences and should also be displayed on the premises. Full details of the application can be viewed at the Council Offices, Appletree Court, Beaulieu Road, Lyndhurst, Hampshire SO43 7PA

The details of the application for a premises licence are as follows:

to permit sales of alcohol on the premises, Monday to Sunday 10:00hrs to 23:00hrs.
Opening hours Monday to Sunday 07:00hrs to 23:00hrs.

I would remind you that when considering making a representation, or advising constituents who might wish to make a representation, the Licensing Authority may only consider representations which infringe or violate one or more of the four licensing objectives, which are:

- Prevention of crime and disorder,
- Public safety,
- Prevention of public nuisance,
- Protection of children from harm.

The timescale for representations is laid down in regulations attached to the Act and may only be changed by Parliament. Therefore the final date for representations is **07 November 2024**.

Yours sincerely

Christa Ferguson

Licensing Manager
Licensing Services

Tel: 023 8028 5505
Email: licensing@nfdc.gov.uk

PLANNING, TOWN AND ENVIRONMENT COMMITTEE
1st NOVEMBER 2024

REVISED BUDGET 2024/25 & DRAFT BUDGET 2025/2026

1. INTRODUCTION

1.1 Members are required to consider the budget proposals for 2025/26 for this Committee and to make recommendations to the Policy and Finance Committee.

1.2 To assist Members, the following draft documents are attached:-

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2024/25 budget, including items that have slipped from previous years. At present there are no proposals for new expenditure bids for 2025/26.

Appendix B: Shows the approved original budget 2024/25 of £28,189, the draft revised budget 2024/25 of £28,706 which reflects the forecast outturn for 2024/25 together with the first draft budget for 2025/26 of £38,923 which excludes any new bids.

For comparison, actual net expenditure in 2023/24 was £29,510 before transfers to and from provisions and £27,521 after transfers.

2. REVISED BUDGET 2024/25

2.1 The revised budget (column 8 Appendix B) shows a net increase of £517 over the original budget (column 7). The main reasons for this are:-

Details	£
1. Electricity costs for the street lamp at Carvers	568
2. Other minor changes in expenditure	-51
3. Thriving Market Place costs of £10,000 met by grants received	0
Total	517

2.2 The only significant additional expenditure is that on the Carvers street lamps for which costs are likely to increase by almost £600 this year.

2.3 The work on Crow Lane maintenance is funded by developer's contributions. This is being written down annually but a further contribution, received in 2023, will enable this expenditure to continue for a number of years. Other than the Thriving Market Place project, there are no other significant changes to the budget for the current year and expenditure is otherwise broadly on track to meet the budget by year end.

3. FIRST DRAFT BUDGET 2025/26

3.1 The base budget for 2025/26 has been prepared on an incremental basis by rolling forward the 2024/25 budget and adjusting for non-recurring expenditure and known cost changes. Initial estimates for inflation have been applied as follows (note the latest RPI (September) is 2.7%):

Inflation	%
- Pay	2.0%
- Utilities	1.5%
- Other Expenditure	1.5%
- Non contractual expenditure	0.0%
- Income	2.5%
- Fixed expenditure (i.e. no inflation)	0.0%
Council Tax Base increase	0.50%
Note, the Council Tax base for 2024/25 is	5,501.6

- 3.2** The allocation of staff costs to each committee is reviewed from time to time and an analysis of back office time has resulted in an increase of officer costs applied to this committee. This does not represent an increase in Council costs overall and is simply a re-apportionment of costs across each committee. The result is an increase in base budget costs for this committee of £10,178. This, coupled with the £570 likely cost increase for street lighting explains the overall increase of £10,734 in 2025/26.
- 3.2** Appendix B, column 1, sets out the provisional base budget figures for the Committee. This draft budget excludes any new expenditure bids and at present, no other new bids have been brought forward for consideration. The net budget requirement for this Committee is £38,923 before any adjustments for inflation are considered.
- 3.3** The Committee is asked to consider the draft budget proposals in Appendix B. These will then go forward to the Policy & Finance Committee later in November for consideration as part of the Council's total budget. Members will also receive, by email, a copy of a budget "model" to enable the modelling of different budget assumptions, inflation, budget changes and funding options. Members are encouraged to use this model and provide feedback to assist with the further development of the 2025/26 budget.
- 3.5** There will be a further opportunity to review the budget proposals at the next meeting of this Committee and in January 2024.

4. NEW BIDS 2025/26

- 4.1** At present no new bids have been proposed. In considering new bids, members should draw a distinction between one-off capital bids which would ordinarily be funded by reserves or grant income, and recurring revenue bids which will need to be funded on an ongoing basis either by additional earned income, revenue savings elsewhere or an increase in the precept.

5. RECOMMENDATIONS

It is recommended that, subject to amendments made at this meeting:

- i) the budgets and proposals in Appendices A and B be approved,

- ii) Members use the budget model to explore further opportunities and provide feedback and suggestions for any new bids or further amendments to the proposed budget.

For further information please contact:

Rory Fitzgerald
Finance Officer
Tele: 01425 484723

or

Chris Wilkins
Town Clerk
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PLANNING, TOWN & ENVIRONMENT COMMITTEE**PROGRESS ON APPROVED BUDGET PROPOSALS FOR 2024/25**

NO.	ITEM	REASON	REVISED BUDGET 24/25 £	COMMENTS
1.	Thriving Market Place	Scheme to revitalise Market Place, as identified in the Neighbourhood Plan. Working in partnership with NFDC and HCC.	10,000	The first phase of this project is delivery of work outlined in an agreed Project Brief. This is entirely grant funded and emerged after the original budget was approved in January 2024. The full amount of the grant has been applied and no further expenditure is anticipated at this stage.
2.	Neighbourhood Plan	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to specified themes (Town Centre, Heritage & Design, Housing and Environment).	0	Plan adopted by NFDC and NFNPA in July 2024 and now forms part of their statutory development plans. Funds of £3,383 remain in reserves at 1 st April 2024.
		TOTAL NET COSTS	10,000	

NEW BUDGET PROPOSALS FOR 2025/26

NO.	ITEM	REASON	25/26 £	26/27 £	27/28 £	Priority
1.						
2.						
3.						
		TOTAL NET COSTS	0	0	0	

PLANNING, TOWN & ENVIRONMENT COMMITTEE												
Col. 1	2	3	4	5	6	7	8	9		10	11	
Code CC	Description	Budget Manager	Actual 20/21 £	Actual 21/22 £	Actual 22/23 £	Budget 24/25 £	Revised 24/25 £	Type	Inflation % £	Known Changes* £	Budget 25/26 £	
	EXPENDITURE											
	Maintenance											
4000/1/1	--Built Environment-Furniture	JH		156	1,348	104	100	4	0.0%	0	104	
4000/1/2	--Carvers Street Lighting	JH	543		1,566	1,682	2,250	2	1.5%	25	2,277	
4000/1/3	--Flood defence	JH				0		4	0.0%	0	0	
4000/1/4	--Bus Shelters	JH	500			208	200	4	0.0%	0	208	
4000/1/5	--Sign Painting Fridays Cross	JH				0		4	0.0%	0	0	
4000/1/6	--Neighbourhood Plan	JH	8,249	10,334	9,994	0		6	0.0%	0	0	
4000/1/7	--Crow Lane Maintenance	JH	1,120	450	720	1,040	1,000	4	0.0%	0	1,000	
4000/1/8	--support for REAL working party	JH		466	519	0		6	0.0%	0	0	
	Total Maintenance		10,412	11,406	14,147	3,034	3,550			25	530	3,589
	Employee Costs											
4001/1	--Allocated Office Staff	CW	15,091	16,959	23,846	27,256	27,256	1	2.0%	545	37,434	
	Total Employee Costs		15,091	16,959	23,846	27,256	27,256			545	0	37,434
	Total Revenue Expenditure		25,503	28,365	37,993	30,289	30,806			570	530	41,023
	Capital Expenditure											
4050/1	--Human Sundial	JH	98	4,599	0	0		6			0	
4050/2	--Thriving Marketplace						10,000					
	Total Capital Schemes		98	4,599	0	0	10,000			0	0	0
	TOTAL EXPENDITURE		25,600	32,964	37,993	30,289	40,806			570	530	41,023
	INCOME/FINANCE											
400/1	--Grants Received	JH	-1,100	-6,349	-1,100	-1,100	-1,100	6	0.0%	0	-1,100	
400/2	--Grants Received Neighbourhood plan	JH	-8,125	-9,950	-4,750	0		6	0.0%	0	0	
	TOTAL INCOME		-9,225	-16,299	-5,850	-1,100	-1,100			0	0	-1,100
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		16,375	16,665	32,143	29,189	39,706			570	530	39,923
	Transfer To Provisions											
	--Transfer To Provisions	RF	0	3,473		0					0	
	Total Transfer To Provisions		0	3,473	0	0	0				0	0
	Transfer From Provisions											
	--Transfer from Provisions (cap)	RF	-1,120	-450	-5,246	-1,000	-1,000				-1,000	
	--Transfer from Provisions (revp)	RF			-770	0	-10,000				0	
	--Transfer from Dev Cont	RF				0					0	
	Total Transfer From Provisions		-1,120	-450	-6,016	-1,000	-11,000			0	-1,000	
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		15,255	16,215	26,127	28,189	28,706			570	530	38,923

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 (scheduled for completion in 2024)	The artificial turf pitch and the new pavilion are both now completed and in use. The old pavilion is being demolished. A formal opening ceremony/open day has been arranged.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	Complete	83% of residents voted "yes" in the Referendum on 04/07/2024. The Plan has been adopted (made) by NFDC and NFNPA and is now part of the Development Plans for both authorities and must be taken into consideration in the determination of planning applications.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Town Clerk	Spent £25,282.42 (£18,000 funded from Locality grants, £3,650 additional budget agreed for SPUD youth engagement work (F/6061)). £3,167.58 unspent of original RTC budget.
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 19/06/24, annual flail was carried out in August and stream clearance by volunteers on 3 October. Working with various agencies and local landowners on developing wider project on holding back flood water and increasing outflow.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Town Clerk	Budget of £1,000 funded by transfer from earmarked reserve
PTE6	Shared Space Concept - Thriving Market Place	In progress	£10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. Project Brief agreed and HCC instructed to carry out work outlined in Brief. Members received an informal briefing on draft proposals on 25/09/2024, prior to consultation with stakeholders.	Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC.	Deputy Town Clerk	HCC funded survey work. £10,000 grant from UKSPF (via NFDC). NFDC Cabinet agreed on 02/10/2024 to allocate a share of £4.5 million CIL funds to the scheme.
	Greening Ringwood	In progress	Official launch of Phase 2 held on 20/04/2024 in Gateway Square. Update on activities presented to Committee in September 2024.	Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed.		£50 signing up fee funded from General Reserve.
	Bus Shelters	In progress	HCC framework contractor has completed survey of shelters free of charge. Action Plan prepared and being worked through with intention of bringing report with recommendations to cttee in December.	Review of Council owned bus shelters.		No agreed budget
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022. HCC working on design, with expected delivery in summer 2025.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Railway Corner	In progress	Project supported by RTC. Planning application approved (23/11081).	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	No financial implications.
	Memorial Bench for Michael Lingam-Willgoss	In progress	Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed.	Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss.	Ringwood Carnival / Ringwood Rotary	No financial implications.
Policy & Finance Committee						
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF11	92 Southampton Road	In progress (commenced March 2023)	Vacant possession has been recovered. A formal appraisal of possible alternatives to re-letting will be debated at the meeting on 23rd October.	Reviewing the letting of this council-owned house	Town Clerk	Rent receipts and other financial implications of any changes are unclear at present but will be considered as part of the review.



PF12	Base budget review	Commenced Feb. 2024	Inaugural meeting held on 17th April. Four workstreams with lead councillors for each agreed and in progress.	A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings.	Finance Manager	No anticipated costs other than staff time.
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Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021.)	Officers are consulting neighbours on the latest design and subjects to comments received, expect a planning application to be submitted shortly.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to complete by December 2024.)	Design and funding arrangements for a memorial wall have been agreed in principle. The response to the public tender was very disappointing. The project is being re-appraised alongside the cemetery base budget review (see PF12)	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital cost estimated at £37,500 will be met from a combination of earmarked reserves.
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The final replacements in the current programme will be installed this autumn. Future needs will then be re-assessed.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS14	Poulner Lakes waste licence	In progress	Draft surrender report and application have been prepared for submission to Environment Agency once their requirements have been clarified. It is currently expected that this will be done by the end of October.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	NFDC has developed a concept design of an improved access on the basis that RTC will fund essential maintenance/improvements to the vehicular access element and NFDC will fund the rest. Officers are consulting the Anglers' Association about the proposal.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS23	North Poulner Play Area skate ramp request	In progress (commenced Mar. 2023)	A 'half-pipe' has been identified as a likely cheaper and easier option. The costs are now clearer and the funding arrangements were agreed at the P&F meeting on 18th September.	A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it	Deputy Town Clerk	Yet to be quantified and agreed
RLOS25	Open Spaces Management Review	Commenced September 2024	The task and finish group has agreed a list of sites. Additional practical information about these will be considered at a meeting scheduled for 13th November.	A strategic priority project to review the council's management of all its public open and green spaces	Town Clerk	Staff time only
RLOS26	Carvers Development Phase 1	Commenced Sept. 2024	Work on formally designing and planning the project is under way.	Replacing the tennis courts with a multi-use games area, creating a timber log walk with benches and boulders and pollinator planting.	Town Clerk	£68,072 (90% grant from Veolia Environmental Trust and 10% from RTC's CIL reserve)

Staffing Committee

None

Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
	None						
Planning Town & Environment Committee							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways for storage of materials during works to widen the A31.	Floated as possible future project		
	Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches			Floated as possible future project Floated as possible future project		
	Dewey's Lane wall	Repair of historic wall		Re-build/repair options and costs are being investigated	Shelved as a TC project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	None	(Current projects expected to absorb available resources for several years)					
Staffing Committee							
	None						

Closed Projects Report

No.	Name	Description	Outcome	Notes
Full Council				
FC2	Strategic Plan	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Completed in October 2022	
Planning, Town & Environment Committee				
	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
PTE4	Climate Emergency	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Completed March 2023	
	A31 widening scheme	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Scheme completed by National Highways and road re-opened in November 2022.	
	SWW Water Main Diversion (associated with A31 widening scheme)	Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley.	Scheme completed by SWW in 2022.	
	Surfacing of Castleman Trailway	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing.	Surfacing works completed by HCC early April 2022.	
	Bus Shelter Agreement	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct.	Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023.	
PTE5	Human Sundial	Work to refurbish human sundial and install surrounding benches complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be considered as part of Thriving Market Place project.	Completed.	
PTE2				
Policy & Finance Committee				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF6	Health & Safety Management Support Re-procurement	Re-procuring specialist advice and support for discharge of health and safety duties	Completed in February 2023	
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
PF8	Bickerley Legal Title	An application to remove land from the Council's title was made	Completed in October 2023	Application successfully resisted
PF9	Greenways office leases	The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite.	Completed in November 2022	
PF10	Councillors' Email Accounts	Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws.	Completed in August 2023	
Recreation, Leisure & Open Spaces Committee				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.

RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS7	Bowling Club lease	Renewal of lease that expired in April 2023.	Completed in July 2023	New lease granted for 14 years.
RLOS8	Ringwood Youth Club	Dissolution of redundant Charitable Incorporated Organisation	Completed in July 2023	Charity removed from Register of Charities
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS12	Van replacement	Replacing the grounds department diesel van with an electric vehicle	Suspended in 2023	Van will be replaced in accordance with Vehicle & Machinery replacement plan
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS17	Crow Arch Lane Allotments Site	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Completed in November 2023	
RLOS18	Cemetery Records Upgrade	Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility.	Completed in 2021	Cost £5,467. Further upgrades are needed to digitize the records fully
RLOS19	Carvers Masterplan	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Completed in 2024 but subject to implementation and review	Completed within the £6,000 budget.
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
RLOS22	Bickerley parking problem	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Closed off in September 2023	Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem.
RLOS24	Poulner Lakes circular path	HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use	Completed in May 2024	RTC is now responsible for maintenance

Staffing Committee

S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22