

MINUTES OF THE POLICY & FINANCE COMMITTEE

Held on Wednesday 20th November 2024 at 7.00pm

PRESENT: Cllr Mary DeBoos (Chairman)
Cllr Andy Briers
Cllr Luke Dadford
Cllr Philip Day
Cllr Gareth DeBoos
Cllr Rae Frederick
Cllr Janet Georgiou
Cllr James Swyer
Cllr Glenys Turner

IN ATTENDANCE: Chris Wilkins, Town Clerk
Nicola Vodden, Office Manager

ABSENT: Cllr John Haywood
Cllr Peter Kelleher
Cllr Michael Thierry
Cllr Becci Windsor

**F/6358
PUBLIC PARTICIPATION**

There were no members of the public present.

**F/6359
APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Haywood, Kelleher and Thierry and the Finance Manager.

**F/6360
DECLARATIONS OF INTEREST**

There were none.

**F/6361
MINUTES OF THE PREVIOUS MEETING**

RESOLVED: That the minutes of the meeting held on 23rd October 2024, having been circulated, be approved and signed by the Chairman as a correct record.

**F/6362
FINANCIAL REPORTS**

Members considered the financial report presented as *Annex A*. The Town Clerk detailed transactions on the Imprest account over £1,000.

It was noted that the annual service charge payment for the use of Ringwood Gateway (transaction 5016) had been paid. This is a shared cost with HCC and NFDC. The invoice was received unusually late this year; however, it had been anticipated and provided for in last years' budget.

Transaction 5027 related to the removal of two large dead trees growing in the hedgerow at Dr Little Gardens / Gravel Lane. The land registry title does not show the Council as the landowner at this location, however, it was felt as no one else would claim ownership of it, and there was potential for damage if the trees fell, that this work should be undertaken. Care will be taken to replant suitable replacements.

Transaction 5068 related to short notice emergency repairs to the gate and wall at War Memorial Gardens.

(Note: Although on the issued agenda, it had been decided at a previous meeting to remove the petty cash standing item and this was withdrawn)

RESOLVED: That the list of payments made from the Imprest Account for October be received and authorised.

ACTION R Fitzgerald

F/6363

MOORTOWN LANE PLANNING APPLICATIONS 21/11723 & 23/10707

Members considered a recommendation from Planning, Town and Environment Committee on 1st November (*P/6366 refers*) (*Annex B*) to set aside some funds for incidental expenses, if needed. It was clarified that this decision was about the allocation of funding and not about a challenge. Any decision required on a challenge would be considered later and by the Council.

RESOLVED: That £500 be set aside for incidental expenses in seeking initial advice as to whether a challenge to NFDC's decision on the Moortown Lane applications (21/11723 & 23/10707) would be possible and this be funded from the Ringwood Neighbourhood Plan reserve.

ACTION R Fitzgerald / J Hurd

F/6364

CLUBHOUSE SOLAR PANELS PROJECT

Members considered recommendations from Recreation, Leisure and Open Spaces Committee on 6th November 2024 in relation to the solar panel project (*OS/6414 refers*) (*Annex C*).

Cllr M DeBoos had been asked to provide a comparison of the two remaining quotes for the meeting. She explained the reasoning for the preferred quote, which provided significantly more solar panels on both sides of the roof. Given the current operational hours of the Clubhouse, the modelling for that option had shown it was likely to result in no electricity bills and possibly money back. It was noted that there were no batteries and members wanted to future proof the project, by ensuring batteries could be added to this system at a later stage, should it become necessary, for example, if the hours of the Clubhouse change.

RESOLVED: 1) That the HCC grant of £15,000 be accepted and the Town Clerk be authorised to sign the Grant Agreement on behalf of the Council (on the basis that the Council would then have to meet the cost to the extent that it is not covered by the grant); and
2) That the contract be awarded to the preferred contractor, subject to an assurance that the inverter will be compatible with a later battery installation, if needed.

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**F/6365
PROJECTS (current and proposed)**

Carvers Development Phase 1 – The Town Clerk explained that in order to apply for the Veolia grant, quotes for the multi-use games area (MUGA) had been obtained. The grant had been awarded and £68,072 (90%) had been secured for this project from Veolia on the basis that the Council would also contribute 10% to the project. The Committee had previously approved this and the Council's contribution of £6,807 was to be funded from CIL reserve.

Veolia require completion of a grant approval agreement accompanied by three quotes for the project. The main contract would need to follow the public procurement rules and, in the process of officers preparing documentation for this, reference was made to the original quote. Initially the indication was that the surface would need line marking, but the view now is that the surface needs some attention. The contractor could not, as a result, keep to the quote provided. The updated quotes show a dramatic increase in cost resulting in a shortfall of around £10,000.

The Town Clerk asked Members for a steer on budget provision for this project and to enable preparation of the procurement process documentation. He advised it would be a challenge to achieve the project's aims with the awarded funds. Although acknowledged that there are other projects, the general view was that this is a strategic project and should be done properly. As such, it was agreed that for the purpose of the tendering process, the suggested budget should be the higher amount and, should there be a shortfall in the funds already allocated to Phase 1, that there be consideration of funding this from the CIL reserve, up to £10,000.

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

There being no further business, the Chairman closed the meeting at 7.35pm

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

RECEIVED
27th November 2024

APPROVED
11th December 2024

TOWN MAYOR

COMMITTEE CHAIRMAN

A

RINGWOOD TOWN COUNCIL

FINANCIAL REPORTS FOR

POLICY & FINANCE COMMITTEE MEETING

20TH NOVEMBER 2024

Paid Expenditure Transactions

Start of year 01/04/24



paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2213	01/10/24	5016	RTC806017	£54,544.80	£9,090.80	£45,454.00	P&F	New Forest District Council	Ringwood gateway Service Charge for the period 1/4/23 to 31/3/24.	2100/5
		5017/1		£432.00	£72.00	£360.00	RLOS	Rubicon Industries Ltd	skateboard coaching for family fun day	3802/2/4
2214	01/10/24	5017	RTC805692	£432.00	£72.00	£360.00		Rubicon Industries Ltd	Skateboard coaching and equipment for family fun day Easter	3802/2/4
		5018/1		£25.05	£4.17	£20.88	RLOS	Pattco Ltd	PAT testing Carvers Clubhouse	3802/1/1
		5018/2		£25.03	£4.17	£20.86	RLOS	Pattco Ltd	PAT testing Carvers Pavillion	3000/2/2
		5018/3		£25.03	£4.17	£20.86	RLOS	Pattco Ltd	PAT testing Carvers Sheds	3000/2/1
		5018/4		£59.94	£9.99	£49.95	RLOS	Pattco Ltd	PAT testing Cemetery	3200/2/1
2215	01/10/24	5018	RTC805899	£135.05	£22.50	£112.55		Pattco Ltd	PAT testing for Carver's Clubhouse / Carver's Pavilion / Carver's Sheds and Ringwood Cemetery - booked in for 17th September 2024 - £49.95 per site (2 sites - 1x Carvers, 1x Cemetery) for 50 items - additional items will be charged at 79p per item plus VAT	3802/1/1
		5019/1		£110.21	£18.37	£91.84	RLOS	Comax UK Ltd	items for café	3802/3/1
2216	01/10/24	5019	RTC806000	£110.21	£18.37	£91.84		Comax UK Ltd	coffee cups, lids and food boxes est	3802/3/1
		5020/1		£70.44	£11.74	£58.70	RLOS	Letters & Logos Ltd	flyer for skate jam	3802/2/1
2217	01/10/24	5020	RTC806022	£70.44	£11.74	£58.70		Letters & Logos Ltd	flyer for skate jam, carnival	3802/2/1
		5021/1		£4.84	£0.81	£4.03	P&F	Hampshire County Council	612400 AAA batteries	2000/1/8
		5021/2		£4.67	£0.78	£3.89	P&F	Hampshire County Council	611500 AA batteries	2000/1/8
		5021/3		£3.41	£0.57	£2.84	P&F	Hampshire County Council	784321 Post - it notes	2000/1/8
		5021/4		£1.72	£0.29	£1.43	P&F	Hampshire County Council	784422 Post - it notes	2000/1/8
		5021/5		£3.97	£0.66	£3.31	P&F	Hampshire County Council	784213 Post - it notes	2000/1/8
		5021/6		£3.42	£0.57	£2.85	P&F	Hampshire County Council	710508 Bin liners	2000/3/4
		5021/7		£1.72	£0.29	£1.43	P&F	Hampshire County Council	639900 Dustpan and brush	2000/3/4
7218	01/10/24	5021	RTC806030	£23.75	£3.97	£19.78		Hampshire County Council	Stationary and caretaker	2000/1/8
		5022/1		£55.80	£9.30	£46.50	RLOS	screwfix	Drill bits for work shop	3000/3/1
2219	01/10/24	5022	RTC806001	£55.80	£9.30	£46.50		screwfix	drill bits for workshop	3000/3/1
DD 1	01/10/24	5073		£195.00	£0.00	£195.00	RLOS	New Forest District Council	NFDC Rates Carvers Clubhouse October 2024	3802/1/6

Paid Expenditure Transactions

Start of year 01/04/24



paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
DD 2	01/10/24	5074		£247.00	£0.00	£247.00	RLOS	New Forest District Council	NFDC Rates Cemetery October 2024 3200/1/5
DD 3	01/10/24	5075		£250.00	£0.00	£250.00	P&F	New Forest District Council	NFDC Rates Southampton Road October 2024 2100/3
		5085/1		£0.00	£0.00	£0.00	P&F	Glenacres Nursery	Plants for Gateway Gardens 2000/3/4
	01/10/24	5085	RTC806002	£0.00	£0.00	£0.00		Glenacres Nursery	Plants for Gateway Gardens. 2000/3/4
NFDC Tfr6	01/10/24	5094		£11.57	£0.00	£11.57	P&F	New Forest District Council	NFDC Tfr6 Credit card charges September 2024 2000/1/18
NFDC Tfr6	01/10/24	5095		£87.20	£0.00	£87.20	RLOS	New Forest District Council	NFDC Tfr6 12/08/24 Purchases fo café sales 3802/3/1
NFDC Tfr6	01/10/24	5096		£6.08	£0.00	£6.08	RLOS	New Forest District Council	NFDC Tfr6 19/08/24 Purchases for resale 3802/3/1
NFDC Tfr6	01/10/24	5097		£30.05	£0.00	£30.05	RLOS	New Forest District Council	NFDC Tfr6 26/08/24 Purchases for resale 3802/3/1
NFDC Tfr6	01/10/24	5098		£29.60	£0.00	£29.60	RLOS	New Forest District Council	NFDC Tfr6 02/09/24 Purchases for resale 3802/3/1
NFDC Tfr6	01/10/24	5099		£15.35	£0.00	£15.35	RLOS	New Forest District Council	NFDC Tfr6 09/09/24 Purchases for resale 3802/3/1
NFDC Tfr6	01/10/24	5100		£2.89	£0.00	£2.89	RLOS	New Forest District Council	NFDC Tfr6 16/09/24 Purchases for resale 3802/3/1
		5086/1		£0.00	£0.00	£0.00	RLOS	Glenacres Nursery	some of the plants for winter planting 3000/5/9
	02/10/24	5086	RTC805986	£0.00	£0.00	£0.00		Glenacres Nursery	some of the plants for winter planting 3000/5/9
		5023/1		£57.98	£9.66	£48.32	RLOS	screwfix	Waterproof Protective Clothing 3000/1/5
2220	07/10/24	5023	RTC806010	£57.98	£9.66	£48.32		screwfix	Waterproof Protective clothing Only Had Coat so far. 3000/1/5
		5024/1		£175.00	£0.00	£175.00	RLOS	Mike Coakley	fitting and parts for light fitting in kitchen which has blown 3802/1/1
2221	07/10/24	5024	RTC806007	£175.00	£0.00	£175.00		Mike Coakley	fitting and supply of new light fitting at Clubhouse 3802/1/1
		5025/1		£464.87	£77.48	£387.39	RLOS	Ringwood and Verwood Glass	est to replace broken window at Carvers 3802/1/2
2222	07/10/24	5025	RTC806015	£464.87	£77.48	£387.39		Ringwood and Verwood Glass	estimate to make safe and replace broken window at Carvers 3802/1/2
		5026/1		£492.00	£82.00	£410.00	RLOS	Epta Cold Service Ltd	maintenance contract 3802/1/1
2223	07/10/24	5026	RTC806033	£492.00	£82.00	£410.00		Epta Cold Service Ltd	Maintenance contract for air con and heating units 3802/1/1
		5027/1		£1,320.00	£220.00	£1,100.00	RLOS	Pete Best	To take down 2 large dead trees on Dr Little Gardens, and four small cherry trees. 3000/2/11
2224	07/10/24	5027	RTC805854	£1,320.00	£220.00	£1,100.00		Pete Best	To take down 2 dead large trees at Dr Little Gardens, and four small Cherry Trees. 3000/2/11

Paid Expenditure Transactions

paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
			5028/1	£228.00	£38.00	£190.00	RLOS	RFS Technology	Annual Fire Alarm Maintenance & Support Renewal.
2225	07/10/24	5028	RTC806043	£228.00	£38.00	£190.00		RFS Technology	Annual Fire Alarm Maintenance & Support Renewal.
			5029/1	£6,515.28	£1,085.88	£5,429.40	P&F	Worknest Ltd	Annual consultancy service fee for October 2024-25 (year 4 of 5)
2226	07/10/24	5029	RTC806042	£6,515.28	£1,085.88	£5,429.40		Worknest Ltd	Combined HR and H&S consultancy
			5030/1	£27.50	£0.00	£27.50	P&F	Royal British Legion	C Wreath (Council)
			5030/2	£55.00	£0.00	£55.00	P&F	Royal British Legion	C Wreaths (Normandy Veterans)
2227	07/10/24	5030	RTC806047	£82.50	£0.00	£82.50		Royal British Legion	Wreaths for Remembrance 2024
			5031/1	£3,200.00	£533.33	£2,666.67	RLOS	Aurora Fireworks Ltd	balance of fee
2228	07/10/24	5031	RTC806039	£3,200.00	£533.33	£2,666.67		Aurora Fireworks Ltd	balance of fees for fireworks display
2234	07/10/24	5032		£831.60	£138.60	£693.00	P&F	TC Group	Payroll services Qtr 1 2024/25
2235	07/10/24	5033		£831.60	£138.60	£693.00	P&F	TC Group	Payroll service Qtr 2 1024/25
2236	07/10/24	5034		£652.70	£108.78	£543.92	RLOS	New Forest District Council	Dog waste collection 01/10/24 - 31/03/25
2237	07/10/24	5035		£15.01	£2.50	£12.51	RLOS	Itec	Carvers September 2024
2238	07/10/24	5036		£8.51	£1.42	£7.09	P&F	TC Group	Gateway September 2024
			5037/1	£522.00	£87.00	£435.00	RLOS	Avoncrop	60 x 25kg bags of kaloam
			5037/2	£218.00	£0.00	£218.00	RLOS	Avoncrop	2 x 20kg bags of grass seed
			5037/3	£30.00	£5.00	£25.00	RLOS	Avoncrop	Carriage
2239	07/10/24	5037	RTC806014	£770.00	£92.00	£678.00		Avoncrop	Kaloam for cricket square Renovation. Grass seed for cricket and other work.
			5038/1	£23.00	£3.83	£19.17	RLOS	Spaldings	1 clear visor and ear defenders
			5038/2	£8.85	£1.48	£7.37	RLOS	Spaldings	1 replacement visor
			5038/3	£52.80	£8.80	£44.00	RLOS	Spaldings	4 x auto feed mowing head
			5038/4	£48.00	£8.00	£40.00	RLOS	Spaldings	bypass Secateurs
			5038/5	£39.00	£6.50	£32.50	RLOS	Spaldings	Litter Pickers
2239	07/10/24	5038	RTC805968	£171.65	£28.61	£143.04		Spaldings	1 Clear visor and ear defenders 1 Replacement Visor 4 auto 46 self feed mowing head secateurs litter pickers.

Paid Expenditure Transactions

Start of year 01/04/24



paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			5039/1	£12.00	£2.00	£10.00	P&F	Hampshire County Council	952400 Gloves x 100	2000/3/4
2241	07/10/24	5039	RTC806032	£12.00	£2.00	£10.00		Hampshire County Council	Gloves for caretaker	2000/3/4
			5040/1	£16.78	£2.80	£13.98	RLOS	Elliott Brothers Ltd	2 X 1 Slab for placing new stone on at Gateway Gardens	3000/2/9
2242	07/10/24	5040	RTC806049	£16.78	£2.80	£13.98		Elliott Brothers Ltd	2 X 1 slab for placing new stone on at Gateway Gardens.	3000/2/9
DD	07/10/24	5111		£32.34	£5.39	£26.95	RLOS	Sky Business	05/10/24 - 04/11/24	3802/2/5
			5041/1	£67.96	£11.33	£56.63	RLOS	Peter Noble Ltd	to find fault and rectify wiring on front Kubota deck mower	3000/3/2
2243	08/10/24	5041	RTC806046	£67.96	£11.33	£56.63		Peter Noble Ltd	To find fault and rectify wiring on Kubota Front Deck Mower.	3000/3/2
DD	09/10/24	5110		£204.63	£9.74	£194.89	RLOS	Yu Energy	September 2024	3802/1/3
			5121/1	£519.00	£86.50	£432.50	RLOS	Credit Card Supplier	1 hayter Harrier cordless mower	3000/3/3
			5121/2	£375.00	£62.50	£312.50	RLOS	Credit Card Supplier	1 Hayter fast charger & 1 6ah 60v battery	3000/3/3
			5121/3	£250.00	£41.67	£208.33	RLOS	Credit Card Supplier	1 Hayter 6ah 60v battery	3000/3/3
Lloyds CC Oct 24 1	14/10/24	5121	RTC805997	£1,144.00	£190.67	£953.33		Credit Card Supplier	1 Hayter Harrier cordless mower 1 Hayter fast charger & 1 6ah 60v battery 1 Hayter 6ah 60v battery.	3000/3/3
			5122/1	£13.69	£2.28	£11.41	RLOS	Amazon	Mowers on line, (Cheltenham mowers ltd) Tungsten rotary burr set for sharpening hedge cutter blades.	3000/3/1
			5122/2	£4.99	£0.83	£4.16	RLOS	Amazon	POSTAGE	3000/3/1
Lloyds CC Oct 24 2	14/10/24	5122	RTC805998	£18.68	£3.11	£15.57		Amazon	Tungsten rotary burr set. P/P	3000/3/1
			5123/1	£3.90	£0.65	£3.25	RLOS	Amazon	plasters for clubhouse	3802/2/1
Lloyds CC Oct 24 3	14/10/24	5123	RTC805994	£3.90	£0.65	£3.25		Amazon	plasters for clubhouse first aid kit	3802/2/1
			5124/1	£476.12	£79.35	£396.77	RLOS	Amazon	Motorola moto g34 Smartphone	3000/1/6
			5124/2	£27.96	£4.66	£23.30	RLOS	Amazon	Case Collection for Motorola G34 5G Phone Case	3000/1/6
			5124/3	£7.98	£1.33	£6.65	RLOS	Amazon	Tempered Glass for Motorola Moto G34 Screen Protector - 2 pack	3000/1/6

Paid Expenditure Transactions

Start of year 01/04/24



paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
Lloyds CC Oct 24 4	14/10/24	5124	RTC805993	£512.06	£85.34	£426.72		Amazon	Phones / cases / screen covers - for groundsteam update - paid for on NV credit card	3000/1/6
		5125/1		£197.79	£24.12	£173.67	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Oct 24 5	14/10/24	5125	RTC805999	£197.79	£24.12	£173.67		Booker	food for resale 86486480 paid on credit card	3802/3/1
		5126/1		£9.99	£1.67	£8.32	RLOS	Amazon	brown paper bags	3802/3/1
Lloyds CC Oct 24 6	14/10/24	5126	RTC806041	£9.99	£1.67	£8.32		Amazon	brown paper bags for café	3802/3/1
		5127/1		£17.84	£2.97	£14.87	RLOS	Amazon	ping pong bats	3802/2/1
Lloyds CC oct 24 7	14/10/24	5127	RTC805996	£17.84	£2.97	£14.87		Amazon	ping pong bats x 8	3802/2/1
Lloyds CC Oct 24 8	14/10/24	5128		£7.99	£0.00	£7.99	RLOS	Audible UK	To be refunded	3802/2/1
		5129/1		£152.55	£19.80	£132.75	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Oct 24 9	14/10/24	5129	RTC806008	£152.55	£19.80	£132.75		Booker	food for resale order number 86561138 paid on credit card	3802/3/1
		5130/1		£253.94	£32.43	£221.51	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Oct 24 10	14/10/24	5130	RTC806019	£253.94	£32.43	£221.51		Booker	food for resale paid on credit card order 86633262	3802/3/1
		5131/1		£39.99	£6.67	£33.32	P&F	The Artists' Quarters	Picture and frame	2310/5
		5131/2		£6.95	£1.16	£5.79	P&F	The Artists' Quarters	Delivery	2310/5
Lloyds CC Oct 24 11	14/10/24	5131	RTC806025	£46.94	£7.83	£39.11		The Artists' Quarters	Long Service award - picture and frame - to be paid for on NV credit card	2310/5
		5132/1		£100.00	£16.67	£83.33	P&F	RYOBI	RYOBI - gift e-card	2310/5
Lloyds CC Oct 24 12	14/10/24	5132	RTC806031	£100.00	£16.67	£83.33		RYOBI	Long Service award - gift card - SS - to be paid for on NV credit card	2310/5
		5156/1		£1,116.00	£186.00	£930.00	RLOS	Zimma Limited (Ticket Tailor)	credits for resale	3100/1
Lloyds CC Oct 24 14	14/10/24	5156	RTC806034	£1,116.00	£186.00	£930.00		Zimma Limited (Ticket Tailor)	Credits for online ticketing for Ringwood Grand Fireworks 2024 paid on credit card	3100/1
		5157/1		£85.60	£14.27	£71.33	RLOS	Amazon	credit card purchase for work boots for 2 Groundsmen	3000/1/5

Paid Expenditure Transactions

paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
Lloyds CC oct 24 15	14/10/24	5157	RTC806048	£85.60	£14.27	£71.33		Amazon	Credit charge purchase, work boots for 2 groundsmen. 3000/1/5
		5158/1		£108.64	£18.11	£90.53	RLOS	Amazon	Briggs Industrial Footwear, (Unbreakable Professional Workwear) Portable Water Pump 3000/3/1
Lloyds CC oct 24 16	14/10/24	5158	RTC806050	£108.64	£18.11	£90.53		Amazon	Portable Water Pump 3000/3/1
		5159/1		£79.20	£13.20	£66.00	RLOS	Credit Card Supplier	Hire mof scarifier for the cricket square. 3000/5/1
Lloyds CC oct 24 17	14/10/24	5159	RTC806004	£79.20	£13.20	£66.00		Credit Card Supplier	Brandon Tool Hire, Hire of Scarifier for the cricket square.- paid for on NV credit card - £120 deposit minus hire cost £67 +VAT (query fuel cost) 3000/5/1
Lloyds CC Oct 24 18	14/10/24	5160		£177.12	£29.52	£147.60	P&F	Microsoft	18/09/24 - 17/10/24 2000/1/15
Lloyds CC oct 24 19	14/10/24	5161		£237.60	£39.60	£198.00	P&F	Microsoft	18/09/24 - 17/10/24 2000/1/15
		5162/1		£64.00	£10.67	£53.33	RLOS	Halfords	foam mats 3802/2/4
Lloyds CC Oct 24 20	14/10/24	5162	RTC806066	£64.00	£10.67	£53.33		Halfords	Foam mats for floor 3802/2/4
		5163/1		£79.98	£13.33	£66.65	RLOS	Amazon	flooring 3802/2/4
Lloyds CC Oct 24 21	14/10/24	5163	RTC806044	£79.98	£13.33	£66.65		Amazon	flooring for under 1s and play days 3802/2/4
		5164/1		£165.00	£0.00	£165.00	RLOS	Indeed UK Operations Ltd	advert 3802/2/1
Lloyds CC Oct 24 22	14/10/24	5164	RTC806121	£165.00	£0.00	£165.00		Indeed UK Operations Ltd	Advert for café supervisor 3802/2/1
		5165/1		£435.34	£46.05	£389.29	RLOS	Booker	food for resale 3802/3/1
Lloyds CC Oct 24 23	14/10/24	5165	RTC806122	£435.34	£46.05	£389.29		Booker	to replace order 806035 food for resale 3802/3/1
2244	15/10/24	5065	RTC806056	£11,261.10	£0.00	£11,261.10	P&F	Zurich Insurance Plc	Town Council insurance 1st October 2024 to £0th September 2025 2000/1/3
		5066/1		£44.30	£7.38	£36.92	RLOS	Elliott Brothers Ltd	6 bags of post fix for seat at Carvers 3000/2/3
2245	15/10/24	5066	RTC806058	£44.30	£7.38	£36.92		Elliott Brothers Ltd	6 Bags of post fix for seat at Carvers. 3000/2/3
		5067/1		£66.84	£0.00	£66.84	RLOS	Taste Vending Ltd	coffee beans 3802/3/1
2246	15/10/24	5067	RTC805897	£66.84	£0.00	£66.84		Taste Vending Ltd	coffee beans 3802/3/1

Paid Expenditure Transactions

Start of year 01/04/24



paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			5068/1	£1,554.00	£259.00	£1,295.00	RLOS	Burrett Builders	To rebuild gate pillar and small wall War Memorial Gardens.	3000/2/8
2247	15/10/24	5068	RTC806051	£1,554.00	£259.00	£1,295.00		Burrett Builders	To rebuild Gate pillar and small wall at War Memorial Gardens	3000/2/8
			5069/1	£50.00	£0.00	£50.00	RLOS	Taste Vending Ltd	milk powder	3802/3/1
2248	15/10/24	5069	RTC806045	£50.00	£0.00	£50.00		Taste Vending Ltd	milk powder	3802/3/1
			5070/1	£0.00	£0.00	£0.00	RLOS	Gee-Tee Bulb Company	Postage and packing	3000/5/9
	15/10/24	5070	RTC806003	£0.00	£0.00	£0.00		Gee-Tee Bulb Company	Bulbs for new planting. Order cancelled and new order issued	3000/5/9
			5071/1	£585.00	£97.50	£487.50	RLOS	The Tree Management Company	Invoice Race for £129.35.	
2249	15/10/24	5071	RTC806057	£585.00	£97.50	£487.50		The Tree Management Company	To pollard trees that have grown to near to properties	3000/2/11
			5072/1	£31.27	£5.21	£26.06	RLOS	screwfix	1 pack of masonry bolts 1 12 mm masonry drill bit 1 10 mm masonry drill bit.	3000/2/3
2250	15/10/24	5072	RTC806062	£31.27	£5.21	£26.06		screwfix	1 PACK OF MASONRY BOLTS FOR FITTING SEAT ON CARVERS. 1 MASONRY DRILL BIT 12MM 1 MASONRY DRILL BIT 10MM	3000/2/3
FPI	15/10/24	5101		£-7.99	£0.00	£-7.99	RLOS	Audible UK	Refund	3802/2/1
FPI	16/10/24	5102		£-7.99	£0.00	£-7.99	RLOS	Audible UK	Refund	3802/2/1
DD 1	16/10/24	5103		£9,256.44	£0.00	£9,256.44	P&F	Hampshire County Council	Pension September 2024	2600/1/3
DD 2	16/10/24	5104		£1,700.00	£0.00	£1,700.00	P&F	Prudential	AVC Payment September 2024	2600/1/3
DD	17/10/24	5109		£43.20	£7.20	£36.00	RLOS	3G	September 2024	3000/1/6
DD	18/10/24	5105		£7,566.22	£0.00	£7,566.22	P&F	Inland Revenue	September 2024	2600/1/2
			5076/1	£216.00	£36.00	£180.00	RLOS	Abbas Cabins	Toilets	3100/2
			5076/2	£72.00	£12.00	£60.00	RLOS	Abbas Cabins	delivery and collection of toilets	3100/2
2251	21/10/24	5076	RTC806012	£288.00	£48.00	£240.00		Abbas Cabins	Toilets for Winter Wanderland	3100/2
			5077/1	£864.00	£144.00	£720.00	RLOS	Abbas Cabins	Toilets for fireworks - cabins	3100/1
			5077/2	£84.00	£14.00	£70.00	RLOS	Abbas Cabins	urinal for fireworks	3100/1
			5077/3	£120.00	£20.00	£100.00	RLOS	Abbas Cabins	delivery and collection	3100/1

Paid Expenditure Transactions

paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2252	21/10/24	5077	RTC805945	£1,068.00	£178.00	£890.00		Abbas Cabins	toilets for fireworks	3100/1
DD	21/10/24	5108		£321.24	£53.54	£267.70	P&F	Elite Business Systems UK Ltd (EBS Telecoms)/BT Openreach	October 2024 calls	2000/1/11
		5078/1		£1,000.00	£0.00	£1,000.00	RLOS	Ethical Activities Cic	kayak club	3802/2/1
2253	22/10/24	5078	RTC805991	£1,000.00	£0.00	£1,000.00		Ethical Activities Cic	for kayak club over summer	3802/2/1
		5079/1		£26.33	£4.39	£21.94	RLOS	Hampshire County Council	570148 Bleach 2 x 5l	3200/1/4
2254	22/10/24	5079	RTC806067	£26.33	£4.39	£21.94		Hampshire County Council	Bleach	3200/1/4
		5080/1		£318.00	£53.00	£265.00	RLOS	Ringwood & Fordingbridge Skip Hire	Replacement Skip For Cemetery	3200/2/8
2255	22/10/24	5080	RTC806072	£318.00	£53.00	£265.00		Ringwood & Fordingbridge Skip Hire	Replacement Skip for Cemetery	3200/2/8
		5081/1		£312.00	£52.00	£260.00	PT&E	Ringwood & Fordingbridge Skip Hire	Replacement skip for 92 Southampton Road (waste from Crow Stream, so coded to crow stream)	4000/1/7
2256	22/10/24	5081	RTC806073	£312.00	£52.00	£260.00		Ringwood & Fordingbridge Skip Hire	Replacement skip for 92 Southampton Road. (skip was filled with crow stream waste coded to crow stream)	4000/1/7
		5082/1		£350.00	£0.00	£350.00	RLOS	S Chainey	deposit for fire displays and childrens entertainment	3100/1
2257	22/10/24	5082	RTC806079	£350.00	£0.00	£350.00		S Chainey	Deposit for childrens entertainment and fire displays	3100/1
		5083/1		£986.64	£164.44	£822.20	RLOS	Glenacres Nursery	Plants and compost for the winter planting Plants £475.00 Compost £347.20	3000/5/9
2258	22/10/24	5083	RTC806052	£986.64	£164.44	£822.20		Glenacres Nursery	plants for the town winter planting.	3000/5/9
		5084/1		£108.26	£18.04	£90.22	P&F	Glenacres Nursery	Plants for the new planting on the Gateway Gardens (CAR PARK ENTERANCE BEDS)	2000/3/4
2259	22/10/24	5084	RTC806082	£108.26	£18.04	£90.22		Glenacres Nursery	PLANTS FOR THE NEW PLANTING ON THE GATEWAY GARDENS (CAR PARK ENTERANCE). Coded to the Gateway Partnership.	2000/3/4

Paid Expenditure Transactions

Start of year 01/04/24

A

paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Ctee	Details	Heading	
			5087/1	£40,698.24	£6,783.04	£33,915.20	RLOS	Knights Brown Construction Limited	Football pavilion construction - interim contract payment no. 17	3350/10
2261	22/10/24	5087	RTC806063	£40,698.24	£6,783.04	£33,915.20		Knights Brown Construction Limited	Construction services	3350/10
2262	22/10/24	5088	RTC806083	£297.60	£49.60	£248.00	P&F	Edge IT Systems Ltd	Edge finance increase from band 6 to band 7	2000/1/15
2264	22/10/24	5089		£77.73	£0.00	£77.73	RLOS	Source 4 Business	Standpipe Bickerley 9/4/24 - 2/10/24 3439521601	3000/1/8
2265	22/10/24	5090		£75.99	£0.00	£75.99	P&F	Source 4 Business	Greenways 5/4/24 - 1/10/24 3439570801	2100/1
2266	22/10/24	5091		£124.22	£0.00	£124.22	P&F	Water2Business	Greenways 5/4/24 - 1/10/24 12024218 5066606322	2100/1
DD	22/10/24	5113		£213.98	£35.66	£178.32	RLOS	BNP Parabis	Quarterly charge	3802/2/1
			5092/1	£69,030.91	£11,505.15	£57,525.76	RLOS	Knights Brown Construction Limited	Football pavilion construction - interim contract payment no. 18	3350/10
2267	23/10/24	5092	RTC806064	£69,030.91	£11,505.15	£57,525.76		Knights Brown Construction Limited	Construction services	3350/10
BP	25/10/24	5107		£27,592.25	£0.00	£27,592.25	P&F	Salaries	October 2024	2600/1/1
			5093/1	£500.00	£0.00	£500.00	P&F	Salisbury NHS Foundation Trust	Occupational Health Referral as discussed with Claire Ward (email dated 20/08/2024)	2310/5
2268	28/10/24	5093	RTC805984	£500.00	£0.00	£500.00		Salisbury NHS Foundation Trust	Occupational Health Service	2310/5
PAY	28/10/24	5106		£26.15	£0.00	£26.15	P&F	Lloyds Bank	Bank charges October 2024	2000/1/18
DD	29/10/24	5112		£104.61	£4.98	£99.63	P&F	British Gas	Greenways 31/08/24 - 07/10/24	2100/1
			5116/1	£75.14	£12.52	£62.62	PT&E	SSE Southern Electric	AGR0219078 Continuous	4000/1/2
			5116/2	£124.03	£5.91	£118.12	PT&E	SSE Southern Electric	AGR0219029 Dusk to Dawn	4000/1/2
DD	30/10/24	5116		£199.17	£18.43	£180.74		SSE Southern Electric	September 2024	4000/1/2
			5114/1	£143.96	£6.86	£137.10	RLOS	Utility Warehouse	Energy	3000/1/1
			5114/2	£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3000/1/1
DD 1	31/10/24	5114		£146.36	£7.26	£139.10		Utility Warehouse	UW Sports Pavilion September 2024	3000/1/1
			5115/1	£120.99	£5.76	£115.23	RLOS	Utility Warehouse	Energy	3200/1/1
			5115/2	-£9.75	-£1.62	-£8.13	RLOS	Utility Warehouse	Mobile	3000/1/1
			5115/3	£34.20	£5.70	£28.50	RLOS	Utility Warehouse	Phone & Broadband	3000/1/6
			5115/4	£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3200/1/1

Paid Expenditure Transactions

paid between 01/10/24 and 31/10/24

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
DD 2	31/10/24	5115		£147.84	£10.24	£137.60		Utility Warehouse	UW Cemetery September 2024 3200/1/1
NFDC Tfr7	31/10/24	5117		£14.07	£0.00	£14.07	P&F	New Forest District Council	NFDC Tfr7 October 2024 Credit card charges 2000/1/18
NFDC Tfr7	31/10/24	5118		£82.07	£0.00	£82.07	RLOS	New Forest District Council	NFDC Tfr7 23/09/24 Purchases for café sales 3802/3/1
NFDC Tfr7	31/10/24	5119		£80.45	£0.00	£80.45	RLOS	New Forest District Council	NFDC Tfr7 30/09/24 Purchases for resale 3802/3/1
NFDC Tfr7	31/10/24	5120		£19.08	£0.83	£18.25	RLOS	New Forest District Council	NFDC Tfr7 07/10/24 Purchases for café resale 3802/3/1
		5166/1		£14.58	£0.00	£14.58	Counc	Ringwood Town Council	Milk etc 10000
		5166/2		£4.50	£0.00	£4.50	Counc	Ringwood Town Council	Stationery, wrapping paper tags 10000
		5166/3		£28.50	£0.00	£28.50	Counc	Ringwood Town Council	NFDC Bags for Carvers Clubhouse 10000
		5166/4		£15.45	£0.00	£15.45	Counc	Ringwood Town Council	Cleaning products 10000
		5166/5		£6.00	£1.00	£5.00	Counc	Ringwood Town Council	Card for grotto tickets 10000
Petty Cash	31/10/24	5166		£69.03	£1.00	£68.03		Ringwood Town Council	Petty Cash October 2024 10000
Total				£253,831.97	£31,936.70	£221,895.27			

**EXTRACT FROM PLANNING, TOWN AND ENVIRONMENT COMMITTEE MEETING
1st November 2024**

**P/6366
COMMITTEE BUDGET**

Members considered the Finance Manager's report on 2024/25 revised budget and 2025/26 draft budget (Annex F).

Following determination of planning applications in respect of Land off Moortown Lane (21/11723 and 23/10707), by NFDC Planning Committee on 13th November, Members may wish to consider a challenge to the decision, if it is approved. It was agreed to make a recommendation to the Policy and Finance Committee that £500 be set aside in this years' budget for incidental costs in seeking initial advice as to whether this is a possibility. Any subsequent decision whether to proceed would be considered by the Full Council.

RECOMMENDATION TO POLICY AND FINANCE COMMITTEE:

That £500 be set aside for incidental expenses in seeking initial advice as to whether a challenge to NFDC's decision (if the Moortown Lane applications are approved) would be possible.

RESOLVED: That, save for the above recommendation, the budgets and proposals in Appendices A and B be approved.

ACTION R Fitzgerald / Jo Hurd

**EXTRACT FROM THE MINUTES OF THE RECREATION, LEISURE AND OPEN SPACES
COMMITTEE MEETING ON 6th NOVEMBER 2024**

**OS/6414
CLUBHOUSE SOLAR PANELS PROJECT**

Members considered the Town Clerk's report (*Confidential Annex G*). The feasibility of installing solar panels on the roof of Carvers Clubhouse had been instigated by Councillors and estimates obtained. This would reduce energy costs and contribute to the Council's climate goals.

Assistance had been provided to apply for a grant under HCC's Town and Parish Councils Scheme. This had been successful and a grant of £15,000 had been offered, towards the project, subject to conditions. The Council would have to meet the funding gap, however this would be recovered relatively quickly through a reduction in energy costs.

This could be funded from Community Infrastructure Levy reserve, but The Town Clerk advises it may be better to use the building reserve or General Reserve. It was suggested that table of comparisons be prepared, to help Members see what was included in each quote and make a decision on the most suitable.

RESOLVED: 1) That the installation of solar panels at Carvers Clubhouse be approved in principle;
2) That the highest quote be rejected; and
3) That Cllr M DeBoos provides a detailed comparison of the two remaining quotes for Policy and Finance Committee's consideration.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE:

- 1) That the HCC grant of £15,000 be accepted and the Town Clerk be authorised to sign the Grant Agreement on behalf of the Council (on the basis that the Council would then have to meet the cost to the extent that it is not covered by the grant); and
- 2) That the two remaining quotes be considered and a contractor be chosen to implement the scheme.

ACTION C Wilkins / Cllr M DeBoos
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Current Projects Update

D

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 has been demolished. A formal opening ceremony/open day took place on 1st November.	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. The property will now be re-furnished so it can be re-let.	Reviewing the letting of this council-owned house	Town Clerk	The refurbishment will be funded from the buildings reserve.

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 have consulted neighbours on the latest design and 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	The permit surrender application and associated report and forms are expected to be ready for approval at the P7 F committee meeting on 20th November.	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 have consulted the Anglers' Association about the proposal and are working to resolve the boundary discrepancies.	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

D

Proposed/Emerging Projects Update

D

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