

# MINUTES OF THE MEETING OF THE PLANNING, TOWN & ENVIRONMENT COMMITTEE

Held on Friday 6<sup>th</sup> December 2024 at 10.00am at Ringwood Gateway, The Furlong, Ringwood.

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

IN ATTENDANCE: Mrs Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Office Manager

ABSENT: Cllr Peter Kelleher  
Cllr Glenys Turner (Vice Chairman)  
Cllr Becci Windsor

## **P/6369 PUBLIC PARTICIPATION**

There were three members of the public present interested in agenda items.

## **P/6370 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs Kelleher, Turner and Windsor.

## **P/6371 DECLARATIONS OF INTEREST**

There were none.

## **P/6372 MINUTES OF PREVIOUS MEETING**

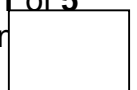
**RESOLVED:** That the minutes of the meeting held on 1<sup>st</sup> November 2024, having been circulated, be approved and signed as a correct record.

## **P/6373 PLANNING APPLICATIONS**

The re-consultation of planning application 23/10821 was considered and the remaining applications were delayed until later in the meeting.

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

<b>ACTION</b> Nicola Vodden
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*Agenda item 8(iii) was brought forward for the members of the public present.*

**P/6374**

**2 MARKET PLACE AND MEETING HOUSE LANE**

Members received an update from the developer. He reported that the application for the revised scheme would be submitted imminently. It is an application for change of use, to residential on the first and second floors, and conversion of the building to provide 11 apartments (9 x 2-bed and 2 x 1-bed properties) and commercial Class E units on the ground floor and basement. There would be no new built form, however there may be an opportunity to enhance or increase the density in the future.

The Committee expressed its thanks for the update and for keeping the Council informed of progress. It is a building it wants to see being brought back into use and small properties are desperately needed.

**RESOLVED:** That the update on proposals for 2 Market Place and Meeting House Lane be received.

*Agenda item 9 was brought forward for the members of the public present.*

**P/6375**

**REVIEW OF BUS SHELTERS**

Members considered the Deputy Town Clerk's report and recommendations therein (*Annex B*). HCC had agreed to conduct a free survey on the Council's bus shelters, recommendations had been received and an action plan drawn up.

She had been working with the Grounds Manager to identify works which could be undertaken by the grounds team, the New Forest Labour Women's Group (NFLWG) had offered to help with cleaning and quotes were being obtained for other improvements, along with the cost of replacement shelters. There was no funding available currently, save for a budget of £200 for small repairs. An application could be made to NFDC for release of CIL funding and it is possible that HCC will have some funding available later in the financial year.

Two shelters had been recommended for replacement (on Gorley Road and North Poulner Road) and another one had been put forward by the NFLWG due to its usage (Southampton Road, near The White Hart pub). Members supported the replacement of the two shelters recommended in the survey.

In addition, a member of the public present at the meeting had highlighted the need for a bench adjacent to the shelter on A338 Salisbury Road (northbound) as this is well used. A bench was available and this could be installed by the grounds team. Members agreed this should be a priority, but were conscious this would involve work on Hampshire Highways land and asked the Deputy Town Clerk to enquire what permissions were required and associated costs involved.

An issue flagged up in the survey, in relation to the brick-built shelters, was the possible presence of asbestos in the roof lining. This would need to be established before any works could commence. The cost to survey four brick-built shelters is £395. A recommendation could be made to Policy and Finance Committee to fund this from the Council's CIL reserve, if it meets the criteria.

Improvements to the shelter at the taxi rank were supported and sponsorship opportunities, to pay for the cost of replacement panels of £562, should be explored.

In relation to the provision of bins, alternative solutions were to be explored, for example, NFDC's litter bag dispenser initiative.

Members deferred making decisions relating to this matter as further information was required and they agreed Cllr Turner should be present for the discussion and to give any update, as a promoter of this project.

**RESOLVED:** 1) That all matters be deferred for an updated report; and  
2) That Cllr Turner be invited to update the Committee on funding options identified.

**ACTION Jo Hurd**

**P/6376**

### **PLANNING APPLICATIONS**

The remaining planning applications were considered in list order.

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

**ACTION Nicola Vodden**

**P/6377**

### **RINGWOOD NEIGHBOURHOOD PLAN**

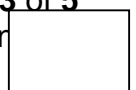
Cllr M DeBoos addressed the Committee in respect of Policy R5, which requires major developments to have at least 50% smaller homes. When the RNP went through examination the Examiner asked if the team wished to be more specific about what is meant by a smaller home, at which point it was agreed to add 1 or 2 bed properties, or no more than 2 bedrooms. The team believe the examiner's question was pertinent, and perhaps 1 to 2 bedrooms is not an adequate definition. Therefore, it was proposed that the Committee consider making a change to the Policy that specifies what a bedroom is; any room that is not on the main living room floor, that is not a toilet or a bathroom or the landing.

It was understood this would be a minor amendment and both planning authorities (NFDC and NFNPA) would have to review the proposal, but as there is no material change there would be no need for re-examination or referendum.

The Committee was not asked to make a decision at this time, but agreed to consider a formal report and proposed wording at the January meeting.

**RESOLVED:** That a report be prepared for the January meeting detailing the procedure to make a minor amendment to RNP and specifying the wording of the proposed amendment.

**ACTION Jo Hurd**



**P/6378**

**LAND OFF MOORTOWN LANE (21/11723 and 23/10707)**

Following the determination of the planning application for this Strategic Site by NFDC's Planning Committee on 13<sup>th</sup> November 2024, it was suggested that the Council, in consultation with other town and parish councils, should make representations to NFDC about how planning applications are dealt with generally.

**RESOLVED:** That an item be added to a future agenda to consider making representations to NFDC in relation to its planning process.

<b>ACTION</b> Jo Hurd
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**P/6379**

**STRATEGIC SITES**

Land off Crow Lane / Crow Arch Lane (Beaumont Park) – Annex C - An update on provision of the right of way would be sought for the next meeting.

Land north of Hightown Road (21/10042) - Members asked that an officer's briefing be arranged in advance of reconsideration of the application by NFDC's Planning Committee, in light of the making of the Ringwood Neighbourhood Plan.

Land at Snails Lane – There was no update.

**RESOLVED:** That the update on Strategic Sites be noted.

**P/6380**

**NEW FOREST DISTRICT (outside the National Park) CALL FOR SITES – LAND FOR FUTURE DEVELOPMENT, OPEN SPACE AND NATURE RECOVERY (deadline 13<sup>th</sup> December 2024)**

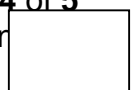
Members considered the Deputy Town Clerk's report (*Annex D*). A discussion followed and it was agreed to update Appendix A, which was submitted in response to NFDC's last call for sites, taking in to consideration Ringwood Neighbourhood Plan team's initial assessment of possible small housing sites (Appendix B) and including reference to RNP where appropriate.

The opening note is to be deleted. In relation to land in the Council's ownership, a comment is to be added to show that conversations would be welcomed in relation to greening and re-wilding of open spaces. In relation to other land, The Old Town Hall and 136 Christchurch Road (Candlesticks) are to be removed, as they are subject to planning applications.

West Street is now closed and the Bus Depot note should reflect this. It was suggested that rather than a land swap, the bus depot be re-located elsewhere in the town and this site should be viewed as an opportunity to provide additional long-stay car parking in the Town Centre.

Three additional sites were identified:- Ringwood Brewery site (as a Community hub), NFDC owned garage blocks across the town (as small dwellings) and Ringwood Trading Estate.

*Cllr G DeBoos and Dadford both left the meeting briefly (at 11:50am and 11:58am respectively).*



**RESOLVED:** 1) That a draft submission be prepared by the Deputy Town Clerk and circulated to Members for comment, prior to submission to NFDC by the deadline of 13 December; and  
2) That an additional comment be made on NFDC's Parking Strategy, suggesting that the Bus Depot site could possibly be used in the future for additional long-stay parking in the Town Centre.

**ACTION Jo Hurd**

**P/6381  
NFNPA PROPOSED INCLUSION OF PROPERTIES IN RINGWOOD ON LOCAL LIST OF HERITAGE ASSETS**

Members considered the Deputy Town Clerk's report (*Annex E*) and supported the recommendation therein for properties detailed to be included in the local list. It was noted NFNPA was taking a phased approach and it is anticipated that more proposals would be coming forward in due course.

**RESOLVED:** That the proposed inclusion of the properties detailed in paragraph 2.1 (of *Annex E*) on NFNPA Local List of Heritage Assets be supported.

**ACTION Jo Hurd**

**P/6382  
PROJECTS (current and proposed)**

Thriving Market Place – The Deputy Clerk had no update, but she would chase for one for the next meeting.

Railway Corner – The area was looking fabulous and Members wished to commend Ringwood Society and all those involved in delivering the project.

**RESOLVED:** That the update in relation to projects (*Annex F*) be noted.

**P/6383  
NFDC/NFNPA PLANNING COMMITTEE**

It was noted that application 24/10746 Barclays Bank will be considered by NFDC Planning Committee at its next meeting on 11<sup>th</sup> December 2024. Cllr M DeBoos would be registered to speak.

There being no further business, the Chairman closed the meeting at 12:10 pm.

RECEIVED  
18<sup>th</sup> December 2024

APPROVED  
10<sup>th</sup> January 2025

TOWN MAYOR

COMMITTEE CHAIRMAN

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

Annex A to Planning, Town Environment Committee Minutes 6th December 2024  
**Ringwood Town Council - Planning Observations - NFDC**

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
23/10821	New House, Market Place and 1-3 Strides Lane, Ringwood. BH24 1ER	RE-CONSULTATION: Roof extension to accommodate x2no. Flats; change of use of part of existing first floor and second floor from office to residential use; extension to existing building at 1 to 3 Strides Lane to accommodate 1 dwelling with parking court and landscaping	Refusal (4)	The amended plans are noted, but are not sufficiently different to overcome previous objections. The proposal represents overdevelopment of the site, the additional storey would be inappropriate in the location and overbearing and imposing on surrounding properties. It is out of keeping in the Market Place, which is at the heart of the town's Conservation Area, and would be detrimental to the Listed Buildings in the vicinity. There is also some concern about the impact on views from the surrounding area, both within the town and from a distance. The application is contrary to the design code in the Ringwood Neighbourhood Plan and to the Ringwood Conservation Area Appraisal SPG. The Town Council fully supports the views of The Ringwood Society. The views of the Conservation Officer are inconsistent with previous advice on applications 23/10404 (1-7 Meeting House Lane) and 23/11255 (2 Market Place).
24/10864	27 The Mount, Poulner, Ringwood. BH24 1XX	Replacement of existing covered car port with extension; shingle to front of property to facilitate x1no. parking space	Refusal (2)	The proposal provides insufficient parking to comply with Parking Standards for a 3-bed house.

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

Number	Site Address	Proposal	Observation	Comments
24/10902	102, Northfield Road, Ringwood. BH24 1SU	Demolition of existing bungalow and erect 3 detached houses with new vehicular access and parking	Refusal (4)	The proposal is contrary to ENV3 and to the following guidance in the Ringwood Local Distinctiveness SPD (North Ringwood Character Area – pages 138-140), which now forms part of the Ringwood Neighbourhood Plan: Set Back, Gardens, Spatial Setting, Site Coverage and Density. It is overdevelopment of the site, the layout is inappropriate and is not typical of the built form in the area. The 1.8m boundary fence is also inappropriate and out of character.
24/10919	Site of 41 and 43 Manor Road, Ringwood. BH24 1RB	Demolish the existing pair of semi-detached houses and erect two pairs of semi-detached houses (4.no total) with associated access and parking, including detached garage for Unit 4	Refusal (2)	The Committee felt the proposal was not sufficiently different to the previous application to overcome the reasons for refusal. The proposal is overdevelopment of the site and in relation to bedroom 3 in the 3-bed properties, Members queried whether the size conforms to the standards for minimum size for a bedroom.
24/10935	32 Pelican Mead, Hightown, Ringwood. BH24 3RH	Demolition of conservatory and construction of single-storey rear extension	Permission (1)	
24/10955	1b North Poulner Road, Ringwood. BH24 1SN	Proposed single-storey extension at rear; removal of existing conservatory	Permission (1)	
24/10961	264, Christchurch Road, Ringwood. BH24 3AS	Construction of glazed roof outbuilding to rear of property and extension to side store to front and rear of site; car port to the rear.	Permission (1)	

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

Number	Site Address	Proposal	Observation	Comments
24/11030	Ringwood School, Parsonage Barn Lane, Ringwood. BH24 1SE	Single-storey building filling the corner between two existing school buildings (Conference Centre and Assembly Hall) and attached to them for use as a sports changing facility; fenestration alterations to include new door to existing café	Permission (1)	

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



## Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
24/00809FULL	Heather Acres, Picket Hill, Ringwood. BH24 3HJ	Outbuilding	Permission (1)	
24/01143FULL	Fir Tree Cottage, Cowpitts Lane, North Poulner, Ringwood. BH24 3JX	Replacement dwelling and garage; formation of new vehicular access	Refusal (2)	The Committee was concerned about the calculation of space limits. It was also concerned that the relocation of the property within the site was inappropriate given its setting. The extent of the terrace is excessive and due to its impermeable surface there is potential for run off of water in the direction of a neighbouring property. The extent of the terrace and proposed gravel area would not be in keeping with the rural setting and would result in loss of green space.
CONS/24/1343	Brackenrigg, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Fell 3 x Sycamore trees Fell 1 x group of inter-twining Holly and Hazel trees Reduce 2 x Holly trees to 6 ft from ground level Fell 1 x Holly tree	Permission (1)	
CONS/24/1357	Poluner Baptist Church, Linford Road, North Poulner, Ringwood. BH24 3HZ	Fell 1 x Oak tree (T1 on the plan) Prune 1 x Oak tree (T2 on the plan)	Permission (1)	

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

Applications decided under delegated powers : to be noted on 6<sup>th</sup> December 2024

Number	Site Address	Proposal	Decision
CONS/24/ 0532	1 Bickerley Gardens, Ringwood. BH24 1DU	Bay Tree - Reduce Ash Tree - Reduce	6.11.24: P(1) Recommend permission, but would accept the Tree Officer's decision.

**REPORT – PLANNING, TOWN & ENVIRONMENT COMMITTEE – 6 DECEMBER 2024****Review of Bus Shelters****1. INTRODUCTION AND REASON FOR REPORT**

- 1.1 Following a presentation from a member of the public requesting improvements to some of the Council's bus shelters, and the subsequent offer from Hampshire County Council for their framework contractor to carry out a survey at no cost, it was agreed in October 2023 to add a review of Council owned bus shelters to the list of current projects for this Committee (P/6212 refers).
- 1.2 Since then, the survey has been undertaken, an Action Plan prepared, and details of costings sought. Work has also been carried out to ascertain the number of people waiting at some shelters, and there has been liaison with Hampshire County Council regarding possible funding.

**2. CURRENT STATUS**

- 2.1 The Action Plan, which is still work in progress, is attached as **Appendix A**.
- 2.2 The two shelters in Gorley Road and North Poulner Road were identified in the survey as being in very poor condition, and quotes have been obtained for their replacement. The cost of replacing the Gorley Road shelter with a larger shelter with seating, and associated groundworks, will be in the region of £8,000. It is possible there is asbestos in the lining under the roof tiles of the brick shelter in North Poulner Road. If asbestos is confirmed, the cost to replace this shelter will be in excess of £8,000.
- 2.3 Four of the shelters are constructed of brick (North Poulner Road, Salisbury Road (both sides of the road) and Mansfield Road) and it is possible there is asbestos in the lining under the roof tiles. The cost of surveying the roofs will be £395. If asbestos is confirmed, any recommended repairs/replacement will need to be considered further.
- 2.4 The New Forest Labour Women's Group carried out an observational survey of shelter usage (**Appendix B**). As a result, they have recommended the replacement of the shelter in Southampton Road with a larger one with seating. The cost of this is likely to be close to £8,000 once groundworks have been accounted for.
- 2.5 Works are also required to the taxi shelter in Meeting House Lane, with the cost of replacement panels being £562.
- 2.6 It should be noted that costs are estimated at this stage, and it may be necessary to obtain further quotations, and to investigate other costs such as HCC permits/licences.
- 2.7 There are various other recommended works outlined in the Action Plan including general maintenance, the provision of benches adjacent to shelters in Salisbury Road (N) and Eastfield Lane, and the provision of litter bins.
- 2.8 Before proceeding further, it is recommended that Members consider whether all works are necessary, bearing in mind time to implement; cost; and ongoing maintenance liability, and prioritise the actions accordingly.

### 3. FINANCIAL IMPLICATIONS

- 3.1 A minimal amount of £200 is included in this Committee's budget for bus shelters.
- 3.2 The current unallocated amount of CIL contributions held by the Council is approximately £10,000. This could be used for the purpose of purchasing and/or making improvements to bus shelters, although it should be noted there are likely to be other calls on this fund.
- 3.3 NFDC also holds CIL funds and the Council could submit a bid when the next funding window opens in 2025 (note the current funding window closes on 13 December 2024 and there is insufficient time to prepare a bid before this deadline). It should be noted that submitting a bid requires us to commit all unallocated CIL funds held by this Council.
- 3.4 Hampshire County Council previously advised that funds from the Bus Service Improvement Plan would be made available to town and parish councils to submit bids for improvements to bus shelters. Unfortunately, this is not now the case. However, officers have advised there may be funds available towards the end of the financial year. They have a copy of the Action Plan and will be in touch if they can assist with any of the proposed works.

### 4. RECOMMENDATION

- 4.1 It is RECOMMENDED that Members consider whether all actions outlined in the Action Plan are necessary and prioritise those that are, and specifically:
- i) Whether the replacement of three shelters is supported (Gorley Road, North Poulner Road, Southampton Road);
  - ii) Whether or not to proceed with the asbestos survey of the roofs of the four brick shelters and, if so, how this should be funded;
  - iii) Whether the improvements to the Taxi Shelter in Meeting House Lane are supported;
  - iv) Whether the provision of benches adjacent to two shelters (Salisbury Road (N) and Eastfield Lane) is supported;
  - v) Whether the provision of litter bins adjacent to some shelters is supported;
  - vi) What funding sources should be used to deliver agreed priority actions.

For further information, please contact:

Jo Hurd, Deputy Town Clerk  
01425 484721  
[Jo.hurd@ringwood.gov.uk](mailto:Jo.hurd@ringwood.gov.uk)

Ringwood Town Council – Bus Shelters – Action Plan

(as at 26 November 2024)

APPENDIX A

No	Location / Bus Service	Type	Work/Action Required	Who will action	Update
1	Eastfield Lane Ringo 1 & 2	Cantilever	Secure panels with mastic and replace missing rivets	RTC Grounds Team	
			Full clean	NFLWG	
			Seat to be provided if possible – bench behind as discussed with HCC in 2022, or can a perch seat be retro-fitted?	JH to check with HCC on delivery of bench discussed in 2022.	HCC didn't proceed at the time as the stop was marked at risk by the operator due to the aftermath of Covid – no requests for seating since.
			JH to obtain quote for retro-fitting perch seat if above is not deliverable.	Not possible to retro-fit a seat due to narrow pavement.	
2	Gorley Road Ringo 1 & 2	Cantilever	Replacement shelter required (larger in size as well-used)	JH to obtain quote for new 3-bay shelter, to include accessible seating.	£6,319 to supply and install 3-bay full end panel shelter with solid roof, solid lower rear panels and 2-bay bench seat with handles. The concrete base will need to be extended at a further cost of £1,648.10. May be additional cost for HCC permit/licence.
			If no funding for replacement in short term, look to clean, paint and possibly replace missing panel with plywood temporarily to keep weather out	RTC Grounds Team / NFLWG	
			If shelter is replaced, could existing frame be refurbished and reused elsewhere?	JH to check with supplier	Shelter is in very poor condition and could not be reused.
			If replacement possible, look at possibility of cutting back surrounding trees	JH to establish tree ownership with HCC	Trees look to be on HCC highway land.

3	Mansfield Road Morebus C15 (Burgate to Brockenhurst College – term time only)	Brick	Asbestos check required for lining under roof tiles		Quote to survey 4 shelters £395
			Refurbishment to include stain protection of roof timbers/fascias, removal of graffiti, provision of seat, removal of moss from roof	RTC Grounds Team	
4	North Poulner Road Ringo 1 & 2	Brick	Investigate possibility of complete replacement?	JH to obtain quote for new 2- bay shelter (demolition of existing will be required)	If replacement agreed, note the fence behind has been erected around the existing shelter so liaison with property owner will be required. £5,570.35 to supply and install 2-bay half end panel shelter with solid rear panels. Removal of existing shelter (based on asbestos having been confirmed and removed by others) is an additional £2,574.50.
			Asbestos check required for lining under roof tiles		Quote to survey 4 shelters £395. If asbestos is confirmed, there will be an additional cost to remove.
			Repair / replace broken and missing roof tiles	Roofing contractor?	
			Repair / replace fascia boards	??	
			Remove graffiti	RTC Grounds Team	
			Provide litter bin (litter currently picked up on a regular basis by a member of NFLWG)	Obtain quote for supply and installation if RTC agrees to provide and empty	
5	Salisbury Road (N) X3	Brick	Asbestos check required for lining under roof tiles		Quote to survey 4 shelters £395
			Fix loose roof tiles	??	
			Repair / replace fascia boards and roof timbers	??	

			Provide seat inside shelter	RTC Grounds Team.	A wooden seat can be constructed within the shelter when time permits. Materials are already in stock, so not cost except for staff time.
			Request from user for bench on verge adjacent to shelter (similar to existing adjacent to south bound shelter) – this stop is well used by residents heading to Salisbury (usually 5 people waiting on Saturday mornings, for example)	Obtain quote for new bench, as an alternative to seat inside shelter.	The Council has a bench available (the same as the one already in position on the other side of the road), which could installed for approx. £150 (cost of materials for concrete base).
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	
6	Salisbury Road (S) X3	Brick	Asbestos check required for lining under roof tiles		Quote to survey 4 shelters £395
			Repair / replace fascia boards and roof timbers	RTC Grounds Team?	
			Provide seat inside shelter	RTC Grounds Team?	A wooden seat can be constructed within the shelter when time permits. Materials are already in stock, so not cost except for staff time.
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	
7	Southampton Road 125, Ringo 1 & 2	Cantilever	Replace damaged / missing panels	Obtain quote from supplier	£686 to supply and fit 6 panels, extrusion and gaskets
			Request from NFLWG for replacement 3-bay shelter with accessible seating.	Obtain quote for replacement shelter.	£6,099 to supply and install 3-bay full end panel shelter with solid roof and 2-bay bench seat with arms. No ground works have been

					allowed for, but base may well need extending at additional cost, plus possible cost for HCC permit/licence.
			Full clean	RTC Grounds Team / NFLWG	
			Cut back overhanging branches	RTC Grounds Team	
			Timetable shows Ringo and 125 services but sign on pole does not show 125 or college services. Gardbus 132 shown but no further information.	Speak to HCC/Morebus re. updating signage/timetable.	
			Provide litter bin	Obtain quote for supply and installation if RTC agrees to provide and empty	
8	Meeting House Lane Taxi Shelter	Cantilever	Replace damaged panels	JH to obtain quote from supplier	£562 to supply and fit 4 panels, extrusion and gaskets
			Treat and paint seat	RTC Grounds Team	
			Remove sponsorship sign	RTC Grounds Team	
			Remove graffiti	RTC Grounds Team	
			Full clean	RTC Grounds Team / NFLWG	

RTC – Ringwood Town Council

NFLWG – New Forest Labour Women's Group

JH – Jo Hurd



## Ringwood and Poulner Bus Shelters Observational Report

By Poulner resident Kathleen Gillett of Labour Women's Group on 19 September 2024

### Aim

1 To measure the number of passengers waiting at stops and shelters to demonstrate where larger shelters are needed and what type of seating would be required.

2 To gather passenger views on the facilities and services.

### Summary and conclusion

Many people rely on the Ringo service and the 125 and college services are also used.

The shelters at Tesco (Gorley Rd) and White Hart (Southampton Rd) each merit being enlarged by one bay to be three bays wide. This would provide rain cover for most passengers during winter at busy times. They should also include accessible seating for elderly and disabled passengers who find the perch seat unsuitable. The shelter at North Poulner Rd should be replaced with a new two bay shelter with accessible seating. Stops which do not currently offer any type of shelter such as Ash Grove could merit a shelter.

Many passengers use mobility aids such as walking stick, rollator and crutches which underlines the need for suitable seating in shelters. The provision of clean, spacious and comfortable shelters could encourage people to use the buses more.

At present passengers using the older persons' concessionary pass are prevented from catching the first Ringo service into town at about 9am and this limits their possibilities for travel and socialising. They may not be able to go as early as they would like to connect with the X3 service and they may have to return earlier than they wish to catch the last Ringo from town at 2.15pm. They are limited by this to spending only about 2 hours in Bournemouth or Salisbury. Similarly the early finish of the Ringo bus service will deter passengers from going to town for lunch, and for the afternoon for shopping and any other activities such as those at Greyfriars. Passengers are forced to rely on others for lifts back from town in the afternoon or to pay for a taxi. It is strongly recommended to allow passengers with concessionary passes to catch the first Ringo service to benefit from the connection to the X3 and to extend the service later in the day.

### Method

Data was collected on two days in July (Tesco closed for refurb) and over seven days in September. Data was collected by observing the passengers at the stops and by engaging them in conversation.

### Results

Full quantitative data is available on a spreadsheet. The observation showed maximum numbers at the following stops: 2 at North Poulner Road; 8 at Tesco (Gorley Rd); 5 at White Hart (Southampton Rd).

Anecdotally, passengers told me about the usual number waiting:

- Up to 4 people at North Poulner Rd for second Ringo service.
- Up to 6 people at Tesco (Gorley Rd) for first and second Ringo.

- Up to 5 people at White Hart (Southampton Rd) in the morning for Ringo.
- Up to 7 people at White Hart (Southampton Rd) for 10am 125 service to Christchurch.

### Passenger views

#### Importance of bus service and concessionary fare restrictions

- I only moved here because of the bus service and the nearby stop (N Poulner Rd).
- It's too expensive to use the car now; I only use the bus and rely on my daughter for shopping and other lifts.
- I am going to attend a Carers' Coffee Morning, I will get a lift back with someone.
- I recently gave up driving, I am going to meet friend in town and I will get a lift home.
- I need the bus, I go everywhere on it. I catch the Ringo to get the X3 into Boscombe but I have to let the first bus 9.05 go past the stop even if I am there and wait for the second at 9.30 so I can use my bus pass as I cannot pay the £2 fare. I have to get back on the X3 by 2pm to get the last Ringo back to Poulner. Older people have to wait until 9.30 but disabled people do not.
- I take the 125 at 10am to Burley to visit my parent in a care home several times a week. I wish it was 7 days a week instead of only Mon Wed Fri; I also go to Christchurch sometimes.

#### Service timetable

- Buses should run until 4pm (1/7/24). Until 6pm (2/7/24)
- The last bus is too early. I have given up driving recently and would like to go to Bournemouth but can't get back on the bus.
- The bus is too early, it is stupid. I have to get a taxi back if I go to Bournemouth, the bus should continue until after school finishing time.
- The first two Ringo buses are a nightmare, they are always late, I think because of doing school service.

#### State of shelters and seating

- I do not sit on perch seat as the whole shelter is too disgusting. (Gorley Rd)
- The perch seat is too cold to sit on. I missed the first bus and have to wait 25 minutes. (Gorley Rd)
- The perch seat is too high for me so I lean against the shelter instead. (comment noted earlier in the year)
- I don't go to town if it is raining.

#### Other comments

- Need more dog mess bins.

#### Other observation by researcher regarding lack of correct information at stops

- Southampton Road stop timetable on the pole shows Ringo and 125 services. The sign on the actual pole does not show the 125 or the College services. There is a Gardbus 132 shown but no further information.



## RING 3 – Beaumont Park, (Land at Crow Arch Lane and Crow Lane), Crow, Ringwood BH24 3DZ

## Planning History:

Planning Permission Refs:	Details granted through	Description
13/11450	Outline	Application 175 dwellings
16/11520	Reserved Matters	Phase 1 - 62 dwellings
17/11358	Reserved Matters	Phase 2/3, care home, business use, POS, landscaping
17/11309	Reserved Matters	Phase 2, 113 dwellings
18/11648	Full Application	Development of 20 dwellings comprised of semi-detached houses; terraces; 1 block of flats, bin & cycle store; detached garages; public open space, landscaping, internal access arrangement and ancillary infrastructure. NFDC new owners of the employment site
20/11208	Full Application	COU of buildings B, C, D, E from B1 (granted under 17/11358) to use E and B8

## Developer:

Lindens Homes (now part of Vistry)

## Site Update:

The Open Spaces Officer continues to progress the transfer of the POS (Public Open Space).

The Developer remains responsible for the maintenance of the open spaces (including the play and dog exercise areas), alongside the housing association.

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

## Occupation Status – 8th November 2024



### Occupation Status

- |                            |                    |
|----------------------------|--------------------|
| Not commenced construction | Reserved           |
| Under construction         | Exchanged          |
| For Sale                   | Occupied/Completed |

## REPORT – PLANNING, TOWN & ENVIRONMENT COMMITTEE – 6 DECEMBER 2024

### New Forest District (outside the National Park) Call for Sites – Land for future development, open space and nature recovery

#### 1. INTRODUCTION

- 1.1 New Forest District Council has opened a Call for Sites as an initial part of the full review of the adopted Local Plan for New Forest District outside the National Park.
- 1.2 This is an opportunity for landowners, site promoters, development interests and communities to suggest possible sites that may be suitable for development or that could be used in a more productive way or for a more beneficial use.
- 1.3 The Call for Sites is open to both previously developed land and potential greenfield sites. NFDC would like to hear about potential opportunities for housing, commercial and community uses, open space and land suitable for nature recovery or offsetting the environmental impacts of development.
- 1.4 Full details about the Call for Sites are on the NFDC website:  
<https://www.newforest.gov.uk/article/2766/Call-for-Sites>.
- 1.5 The closing date for submissions is Friday 13 December 2024.

#### 2. BACKGROUND

- 2.1 The Town Council responded to the previous NFDC Call for Sites in September 2021 and that response is attached for information (**Appendix A**).
- 2.2 As part of the work on the Ringwood Neighbourhood Plan, the Housing team looked at possible small sites for lower priced open market housing and affordable housing schemes including self-build and community-led housing. The initial assessment of possible sites is attached as **Appendix B**. Members may wish to consider putting forward sites identified as “possible” or “likely candidate”.

#### 3. RECOMMENDATION

- 4.1 It is RECOMMENDED that Members consider whether to put forward any sites for consideration for use as housing, commercial and community uses, open space, nature recovery or offsetting the environmental impacts of development.

For further information, please contact:

Jo Hurd, Deputy Town Clerk  
01425 484721  
[Jo.hurd@ringwood.gov.uk](mailto:Jo.hurd@ringwood.gov.uk)

**NFDC Local Plan Part 2 – Call for Sites  
Response from Ringwood Town Council**

***Notes – Ringwood Town Council will in due course respond to the formal consultation with regard to the Local Plan Part 2. A Ringwood Neighbourhood Plan is also being developed which will consider (inter alia) smaller housing developments in the Town Centre and land suitable for nature recovery or offsetting the environmental impact of development.***

**1. Land in the ownership or control of Ringwood Town Council**

The Town Council does not consider that any land under its ownership or control should be put forward as appropriate for development and would resist any proposal for development on its land (including but not limited to Bickerley Village Green, Carvers Recreation Ground, its allotment sites, The Danny Cracknell Pocket Park, and the various play areas owned and operated by the Town Council).

(Note that a small site at the rear of Greenways, 71 Christchurch Road has outline planning consent for a single dwelling but there are issues over access/rights of way, and a planning application is currently under consideration with regard to the development of sporting facilities at Long Lane).

**2. Green Belt land and land currently used as Open Space or for Community Use**

The Town Council would oppose any further erosion of the Green Belt and in particular development of any land south of Moortown Lane (including in particular the “10-acre field” currently used for football and land adjacent to Hampshire Hatches Lane).

Equally, the Town Council would oppose any proposal to develop the land that is used by Ringwood and Ellingham Rugby Football Club and the development or erosion of any designated Open Space associated with recent housing developments, such as the open areas around Beaumont Park, Crow Lane and any playing fields or open areas used for sporting and other activities by any of Ringwood’s schools.

The Town Council would also oppose development of the Blynkbonnie car park; the site of the Ringwood library; Jubilee Gardens; and the picnic area adjacent to Mansfield Road.

**3. Other land**

(Note – this section does not include any land in respect of which a planning consent has already been granted but not fully implemented nor any land that is currently the subject of a planning application).

The Town Council invites the District Council to consider the following sites as appropriate for housing development of possibly 10 or more residential dwellings but is not in a position to comment as to the availability or deliverability of the land nor to provide detailed information about ownership, the size of the plot or other detailed information, subject only to the comments below.

The Old Town Hall/Regal Cinema, car wash site, 1-7 Meeting House Lane and 11-13 Meeting House Lane (“the Regal site”) – Ringwood Town Centre

The Town Council notes that the District Council has been in discussion with regard to a proposed development of residential, commercial and other development on this site. The

Town Council reserves its position on the proposed development pending the submission of a formal planning application.

#### The Bus Depot, West Street

The Town Council is aware that this site has a number of issues (e.g. flooding and contamination) which it consider could be overcome by appropriate design and construction methods. It would (of course) require the re-location of the bus depot but the Town Council considers that an opportunity to do that now exists – particularly with regard to the land currently designated for employment use at strategic site 14 adjacent to the A31. With the closure of the West Street exit onto the A31, re-location of the depot would provide easy access to the A31 and avoid passenger service vehicles having to negotiate the narrow High Street and the part of Christchurch Road between its junction with Southampton Road and Mansfield Road (at Greyfriars).

#### Land to the rear of 20–25 Christchurch Road – Car showroom and the Conservative Club

It is noted that a planning application was submitted in respect of part of this land being that to the rear of the existing car showroom and workshop, but that application was refused. In terms of this site, it may be possible to include both the car showroom and the Conservative Club.

#### Carvers Trading Estate, Southampton Road

As with the bus depot site, an opportunity exists to re-locate this facility to a more appropriate location – e.g. part of the employment land on strategic sites 13 and/or 14.

#### NFDC/HCC Maintenance Depot, 169-171 Christchurch Road

As with the bus depot site, an opportunity exists to re-locate this facility to a more appropriate location – e.g. part of the employment land on strategic sites 13 or 14. (Note, this site may also be a more appropriate location for the bus depot and part of the site could then be released for housing).

#### BT Openreach, The Close

This would require re-location of the facility but in the Town Council's view, options should be explored.

#### 136 Christchurch Road (Candlesticks and its car park)

The restaurant has been closed for some time with no indication that it might re-open and there appears to be sufficient space for at least 10 dwellings.

#### 158 Christchurch Road – former dairy and now car wash

It appears to the Town Council that better use could be made of this site but its ownership etc is unknown.

Cllr Philip Day  
Chair of Ringwood Town Council's Town, Planning and Environment Committee  
On behalf of  
Ringwood Town Council  
23 September 2021



## RINGWOOD NEIGHBOURHOOD PLAN (NP) - INITIAL ASSESSMENTS OF POSSIBLE SMALL HOUSING SITES

Ringwood Town Council, in its terms of reference for this Neighbourhood Plan, requested that possible small sites in our Parish should be investigated for lower priced open market housing and affordable housing schemes including Self-Build and Community-led Housing.

Following a change to the government funding for Neighbourhood Plans there was a lack of the necessary resources of finance and technical expertise at this time, meaning that this version of the NP has not been able to include the formal allocation of small sites for housing.

The NP Housing Team therefore decided to commence the initial stages of assessing possible housing sites using our Consultant's advice on methodology, with a view to allocating sites as a later addition to the by-then established NP.

This list of possible sites provisionally assessed is attached. The great majority of these has appeared elsewhere previously, and the reference to these is included in the list, using the following abbreviations:-

"SHLAA 00.." – 2018 NFDC Strategic Land Availability Assessment (SHLAA) followed by Site ref (00..),

"SustApp" – NFDC Sustainability Appraisal, Section SDO3dxiiRingwood Submission Doc 2019/20

"BFSR" - NFDC Brownfield Site Register

"RTC resp" - Ringwood Town Council 2021 response to NFDC Call for Sites

"PastAppl" - NFDC previous Planning Application

"NPOppSites" - in this pre-submission NP, in the Design section, Opportunity Sites

Site referred to elsewhere?	SITE ADDRESS	Approx area (ha)	Planning comments	Owner (HPxxxxxx is Land Registry Ref No)	NP Team Comments
A SHLAA(007) RTC resp	Land West of Hightown Lake Crow Lane and Castleman Trailway	1.25 Check site area	In Green Belt. Flood issues – adjacent to Hightown Lake. (RTC response submitted to 2021 Call for Sites is smaller than SHLAA(007))	Wright Trust?	No
B SHLAA(008) RTC resp PastAppl NPOppSites BFSR	Ex Regal Cinema Market Square	0.11	Local Plan allows wide possibilities – major problem is price	U & I?	Possible if expected application from others fails first

C (as B above)	Area around Meeting Ho. Lane to Old White Hart	0.18	Local Plan allows wide possibilities – major problem is price	U & I?	(as above for B)
D SHLAA(009) RTC resp PastAppl BFSR	Keystone Garage 25 Xchurch Rd BH24 1DN	0.26	Has had previous Planning App (20/10729) refused, but not dismissing dwellings in principle		Likely candidate
E SHLAA(009) RTC resp BFSR	Conservative Club 21 Xchurch Rd BH24 1DN	0.13	Could link with site D above in theory	Con.Club	possible
F SHLAA(011) RTC resp	Christchurch Rd 169-171 BH24 3AN maintainance area	0.67	HCC/NFDC may require such a site with current use being essential	NFDC	Possible
G SHLAA(012) RTC resp	West St, Bus Depot	0.15	Been allocated for housing before but no delivery. Now too contaminated for housing? Flood Zone 2/3	Go-Ahead Bus Co.	If Bus Station moves, re-assess
H SHLAA(013)	Hampshire Hatches Lane	2.07	Green Belt + Treatment Plant proximity		No
I SHLAA(014)	Hampshire Hatches Lane S	3.82	Green Belt		No
J SHLAA(part03)	Land between Long Lane & Xchurch Rd	10.20	Green Belt		No – although NFDC Planning said part of it could be an exception site for (say) a Community Land Trust (CLT) for specifically local people.
K NPOppSites RTC resp	Carvers Trading Estate, Southampton Rd BH24 1JS	1.21	Owners willing to sell and relocate units ?		Possible

L NPOppSites	Carvers Field	3.48	If site K is for part housing, to make better use of whole Carvers site without loss of Public Open Space?	RTC	RTC opposed to altering existing site?
M (private)	Rugby Field Parsonage Barn Lane	2.15	Much money spent moving Club pitches from Picket Post 2005!	HCC /Junior School	No
N SHLAA(015)	Land adj. Toad Cottage, Gorley Road	0.36	Adjacent to/part of formal play area	RTC?	No
O NPOppSites RTC resp	BT, The Close BH24 1LA	0.28	Maybe phone exchange which can't be moved?	BT?	Possible
P NPOppSites	M&Co site 28 Southamptn Rd	0.18	Develop whole site to include apartments as well as retail front	HP504730	Likely candidate
Q PastAppl RTC resp	136 Xchurch Rd BH24 3AP Candlesticks	0.20	Currently underused carpark Recent Application (22/10223) refused but not dismissing dwellings in principle	HP158267	Possible
R RTC resp	158 Xchurch Rd Car wash	0.11	Awaits development	HP62155L	Likely candidate
S SustApp ref R019	Land between Castleman Trailway and Crow Lane E.	3.82	In Green Belt		No
T SustApp ref R033	Rear of Stag Business Park Xchurch Rd	2.04	Majority of site in Flood Zone 2/3		No
U SHLAA(005) PastAppl	Land at Kingfisher Lodge 5 Waterside Close BH24 1SB	0.53	Previous Application (77/NFDC/08736) for housing refused – not dismissing dwellings in principle	HP288094	Possible
V NPOppSites	Ringwood Trading Estate	0.50+	Currently employment land	HP188251	Likely candidate
W Private	Top of School Lane by School	0.15	Car Park	Ringwood Infants School	No
Y SHLAA(001) NFDCLocalPlan	HCC land within Strategic Site 13 (SS13), Moortown Lane / Crow Lane site as allocated in the NFDC Local Plan		Depends on HCC plans for SS13 – could include an affordable housing scheme such as a CLT?	HCC	

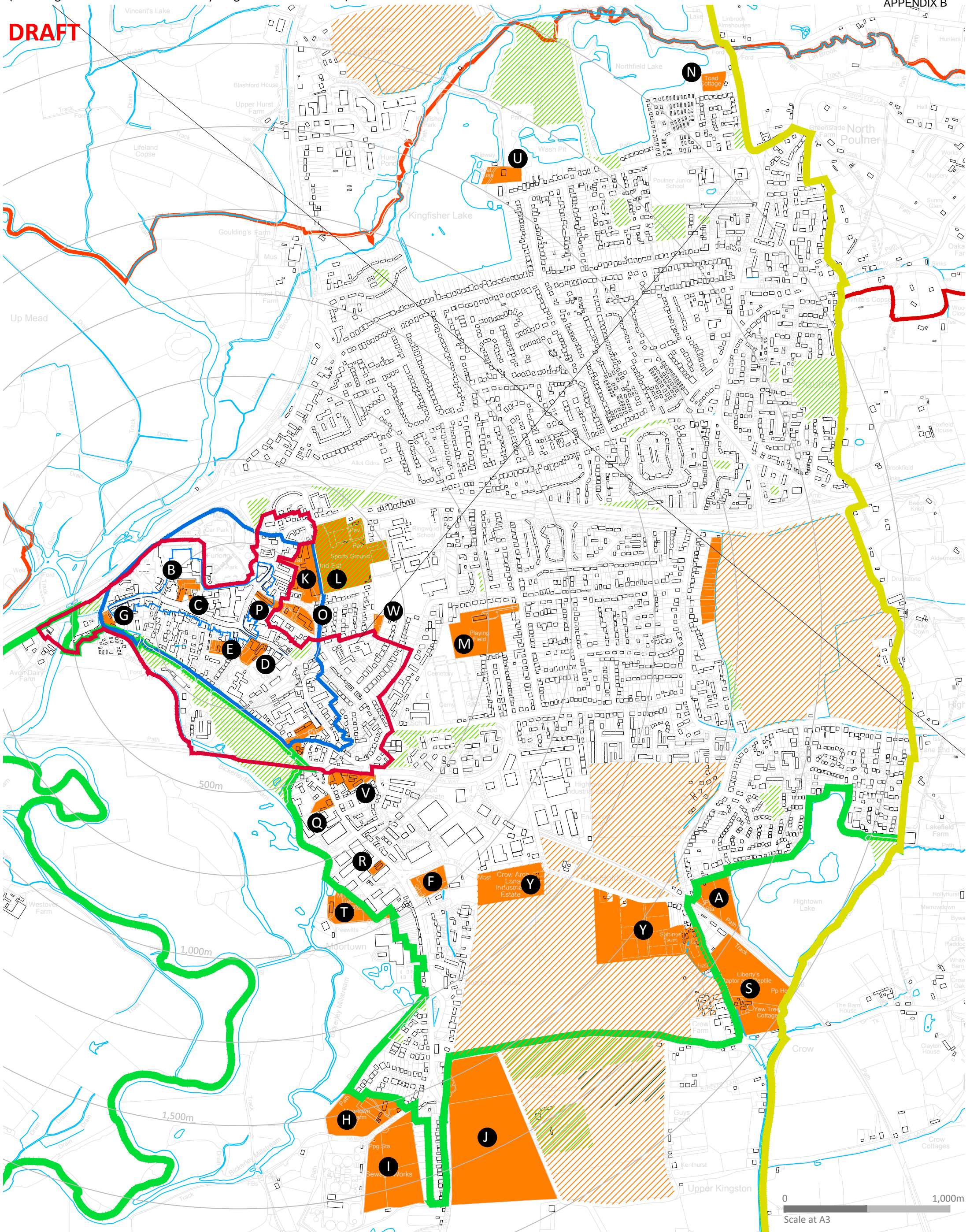
Z PastAppl	End of Nursery Lane		Recent Application (21/10668) refused but not dismissing dwellings in principle		Possible
NFDC July 2022 First Homes Advice Note – exception sites	Land north Ringwood just west of Salisbury Rd		Needs further clarification from NFDC		



# IDENTIFICATION OF POSSIBLE HOUSING SITES

(including those submitted to NFDC by Ringwood Town Council)

**DRAFT**



- Site Under Consideration
- Strategic Sites
- Parish Boundary
- Town Centre Boundary
- Conservation Area Boundary
- Primary Shopping Area
- National Park Boundary
- Green Belt Boundary
- Public Open Space



## REPORT – PLANNING, TOWN & ENVIRONMENT COMMITTEE – 6 DECEMBER 2024

### New Forest National Park Authority – Proposed Inclusion of Properties in Ringwood on Local List of Heritage Assets

#### 1. INTRODUCTION

- 1.1 The New Forest National Park Authority maintains an up-to-date list of locally important ‘assets’. This recognises the positive role buildings, structures, sites, monuments and other features play in reinforcing local character and the distinctiveness of areas.
- 1.2 Following a recent review by the Local Listing Panel, the next batch of assets are ready to be presented to the NFNPA Planning Committee for approval on 17 December 2024. These include four properties in Ringwood.
- 1.3 Inclusion on the Local List does not add any further controls, it simply changes the level of consideration given to preserving character and appearance if/when future planning applications are submitted.

#### 2. RINGWOOD ASSETS

- 2.1 The four properties proposed for inclusion on the Local List are:
  - Crow Hill and Crow Hill Top Flats, Crow Hill, Crow, Ringwood, BH24 3DD
  - Applegarth, Milky Down Back Lane, Hightown Hill, Ringwood, BH24 3HG
  - Picket Hill and Picket Hill House, Picket Hill, Ringwood, BH24 3HH
  - Apothecary (previously White) Cottage, Hightown Hill, Ringwood, BH24 3HD
- 2.2 The owners have been notified and given 21 days to respond.
- 2.3 The NFNPA would be grateful for any additional information this Council might be able to provide.
- 2.4 It should be noted that Ringwood Society supports the inclusion of the four properties on the Local List, having submitted detailed information to the NFNPA when compiling a draft Local List for Ringwood (see **Appendix A**). Images of the properties will be available to view at the meeting.

#### 3. RECOMMENDATION

- 4.1 It is RECOMMENDED that the proposed inclusion of the properties detailed in paragraph 2.1 on the NFNPA Local List of Heritage Assets be supported.

For further information, please contact:

Jo Hurd, Deputy Town Clerk  
01425 484721  
[Jo.hurd@ringwood.gov.uk](mailto:Jo.hurd@ringwood.gov.uk)

**Crow Hill Top**

Description	Age	Rarity	Architectural and Artistic Interest	Group Value	Archaeological Interest	Historic Interest	Community/ Social Value	Landmark Status
Portion of Detached House	Y- Dates back to 1889 (according to 2022 Estate Agents Details for Martins)	Y - Example of high status Gothic Revival country house property, not known as a prevalent style in the area, the status of the building clearly reflecting the high status of the owner. Divided into several properties.	Y - Broadly original although some alterations have been made and the property has been divided into multiple residential dwellings. The whole building is of Gothic Revival style.	Y - With Kestral, Falcon Flat, The Eagle, Martins and Finches	N	Y - Owned by Commander Redvers Michael Prior (see Barrow Bros archive at HRO), DSO, DSC, (29 September 1893 - 4 November 1964) who was a Conservative Member of Parliament, representing Birmingham Aston from 1943 to 1945, and an officer in the Royal Navy. His ownership stretched from 1951 (EA details at HRO) until he retired to St Lawrence, Jersey where he died.	N	N

**Applegarth**

Description	Age	Rarity	Architectural and Artistic Interest	Group Value	Archaeological Interest	Historic Interest	Community/ Social Value	Landmark Status
Detached Thatched Cottage	Y- Appears on 1895 OS (earliest on NLS website)	Y - Example of Hampshire/New Forest vernacular cottage constructed of local materials (rough render and thatch)	Y - Typical of the local vernacular style	N	N	N	N	N

**Picket Hill**

Description	Age	Rarity	Architectural and Artistic Interest	Group Value	Archaeological Interest	Historic Interest	Community/ Social Value	Landmark Status
Portion of Detached Country House	Y - 1913, some minor later extensions post 1951.	Y - Example of Arts and Crafts style property, not known as a prevalent style in the area, with a particularly unusual 'butterfly' plan form with concave principal elevation. Extended subsequent to division into two in 1951 with some modifications beforehand. Original windows lost due to degradation of original 'Crittall' frames. Original interiors in remarkably well preserved in principal rooms, daughters of Dr Longstaff advised current owners at a visit some years ago that the decorative scheme in the former Drawing Room is accurate to the original, this remains in situ currently (2022). Bell system remains however rendered inoperative.	Y - Broadly original although some alterations have been made. The planform is particularly notable as an unusual a rarely used architectural device. The original architect was Christopher Wright of London, noted in in the 1938 sales particulars as being "an able architect". Original floor plan drawing held as part of the Barrow Brothers archive at the Hampshire Record Office, although notes on the drawing mean it is uncertain whether Barrow Brothers built the building originally or were simply looking at an extension either unbuilt or no longer extant. The loss of the full height of the two chimneys on the front elevation is regrettable but their impact on the composition is still legible.	Y - Originally one property, divided to designs of Ringwood architects James Neaum in 1951 with Picket Hill House being the former service area (broadly speaking) and Picket Hill including the principal rooms.	N	Y - Built by Dr Tom George Longstaff, an English doctor, explorer and mountaineer, most famous for being the first person to climb a summit of over 7,000m in elevation, in 1907. He was president of the (British) Alpine Club from 1947 to 1949 and a founding member of The Alpine Ski Club in 1908. Notable amateur ornithologist and recipient of the Gill Memorial from the Royal Geographical Society. Longstaff sold the estate in 1938, particulars are held in the Hampshire Record Office.	N	N

**Apothecary Cottage**

Detached Cottage	Y- Appears on 1895 OS (earliest on NLS website)	Y - Example of Hampshire/New Forest vernacular cottage with linear plan form, extended sympathetically in 2009	Y - Typical of the local vernacular style	N	N	N	N	N
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## Current Projects Update

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No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
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).
<b>Planning Town &amp; Environment Committee</b>						
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 - see separate item on agenda.	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). Works on site commenced.	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.
<b>Policy &amp; Finance Committee</b>						
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-furbished 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 RLOS committee meeting on 4th December.	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 and considered practical information about these at a meeting on 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)
RLOS27	Carvers Clubhouse Solar Panels	Commenced Nov. 2024	The contract award decision was made by the P&F committee on 20th November. Officers are arranging the order and installation process.	Installing photo-voltaic panels on the Clubhouse roof to achieve a long-term saving in energy costs.	Town Clerk	£18,322.50. £15,000 grant from HCC Parishes Fund. £3,322.50 from RTC reserves.

### Staffing Committee

None

F

## Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
<b>Full Council</b>							
	None						
<b>Planning Town &amp; Environment Committee</b>							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by 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
<b>Policy &amp; Finance Committee</b>							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
<b>Recreation, Leisure &amp; Open Spaces Committee</b>							
	None	(Current projects expected to absorb available resources for several years)					
<b>Staffing Committee</b>							
	None						

## Closed Projects Report



No.	Name	Description	Outcome	Notes
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### 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	
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### 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