

Ringwood Town Council

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

Tel: 01425 473883

www.ringwood.gov.uk

SUMMONS

Dear Member

21st February 2019

You are hereby summoned to attend a meeting of the Town Council at the Forest Suite, Ringwood Gateway on 27th February 2019 at 7.00pm.

Mr C Wilkins
Town Clerk

AGENDA

1. PUBLIC PARTICIPATION
There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting
2. To receive Apologies for Absence
3. To receive Declarations of Interest
4. To approve as a correct record the Minutes of the Meeting held on 30th January 2019
5. To receive Minutes of Committees and approve recommendations contained therein:

Planning, Town & Environment	DATE:- 1 st February 2019
Recreation, Leisure & Open Spaces	DATE :- 6 th February 2019
Policy & Finance	DATE:- 20 th February 2019
6. NEW FOREST DISTRICT COUNCIL LOCAL PLAN EXAMINATION
To consider report (*Report A*)
7. TOWN ASSEMBLY
To determine the date for the Town Assembly 2019 (*Report B*)
8. STAFFING COMMITTEE MEMBERSHIP
To consider the report regarding Staffing Committee membership (*Report C*)
9. To receive such communications as the Town Mayor may desire to lay before the Council (Councillors are reminded that no decision taking may take place as a result of this item)
10. To Receive Reports from Ringwood Town Councillors and Student Advisors
(Councillors are reminded that no decision taking may take place as a result of this item)

11. To receive Reports from County and District Councillors(Councillors are reminded that no decision taking may take place as a result of this item)

12. Forthcoming Meetings – to note the following dates:

Planning, Town & Environment	10.00am	Friday 1 st March 2019
Recreation, Leisure & Open Spaces	7.00pm	Wednesday 6 th March 2019
Policy & Finance	7.00pm	Wednesday 20 th March 2019
Full Council	7.00pm	Wednesday 27 th March 2019

(Please note that the date of the Annual Town Assembly will be set at this meeting)

If you would like further information on any of the agenda items, please contact Mr Chris Wilkins, Town Clerk, on 01425 484720 or chris.wilkins@ringwood.gov.uk

Council Members:

Chairman: Cllr Tony Ring, Town Mayor
Vice-Chairman: Cllr Philip Day, Deputy Mayor
Cllr Andrew Briers
Cllr Hilary Edge
Cllr Christine Ford
Cllr Jeremy Heron
Cllr Darren Loose

Cllr Gloria O'Reilly
Cllr Steve Rippon-Swaine
Cllr Michael Thierry
Cllr Chris Treleaven
Cllr Tim Ward
Cllr Angela Wiseman

Student Advisors:

Tom Weetman
Finn Rowden

FULL COUNCIL – 27 FEBRUARY 2019**NEW FOREST DISTRICT COUNCIL LOCAL PLAN EXAMINATION**

1. The Secretary of State has now appointed Planning Inspectors to conduct an Examination into the soundness and legal compliance of the New Forest District (outside the National Park) Local Plan 2016-2036 Part 1: Planning Strategy.
2. Full details of the Examination, including all relevant documents referred to below, can be found on the District Council's website:
<http://www.newforest.gov.uk/article/18663/Local-Plan-Examination>
3. The Town Council responded to consultation on the Local Plan submission document in August 2018 (*response attached as Appendix A*). As a representor, there are now three options available to the Town Council, as outlined by the Programme Officer below:
 - i) If you are content to rely on your original representations and do not intend to provide any further written comments or participate in the hearing discussions there is no need for you to do anything further. The Inspectors will take your submitted comments into consideration when preparing their report in so far as they relate to soundness and legal compliance considerations.
 - ii) If having considered the Inspectors' [Matters, Issues and Questions](#) you feel you would like to make further written comments but do not wish to participate in the hearing sessions, you may do so. Instructions on the form and submission of written statements can be found in the [Guidance Note](#). The submission of further written statements must specifically focus upon the relevant Matters and Questions the Inspectors have identified in accordance with your representations. Unless specifically requested, the Inspectors will not now accept further material beyond their intended Matters for discussion or in relation to elements of the Plan that you have not commented upon previously. The deadline for submission of written statements is 5pm on Wednesday 13th March 2019.
 - iii) Should you wish to participate within a specific hearing session please let me know by 5pm on Friday 1st March 2019. After which time the participants list and [Programme](#) will be finalised ahead of the hearings. Representors requesting to speak during the hearing sessions are also welcome to supply additional written statements should they wish to in accordance with the guidance and deadlines.
4. The majority of the Town Council's comments relate to Matter 11c – Strategic site allocations: Avon Valley and Downlands, for which there will be a Hearing session all day on Monday 15 July 2019 for Strategic Sites 13 (land at Moortown Lane) and 14 (land to the North of Hightown Road). The issues and questions to be addressed for this Matter are *attached as Appendix B*.
5. Members are requested to consider whether there is any requirement for a further written submission and/or participation in the Hearing session on 15 July 2019, bearing in mind the limiting factors as outlined in paragraph 3 (ii) above.
6. It should be noted that an item has been included on the agenda for the Planning, Town & Environment Committee meeting to be held on 1 March 2019, in the event that Council decides to defer the matter to that Committee for final consideration.

A

For further information, please contact:

Jo Hurd, Deputy Town Clerk

jo.hurd@ringwood.gov.uk

01425 484721

**New Forest District (outside the National Park) Local Plan 2016-2036 Part 1:
Planning Strategy – Ringwood Town Council response to consultation on
submission document – August 2018**

EXTRACT FROM REPRESENTATION FORM

3. To which part of the Local Plan does this representation relate?

Paragraph

Policy

Policies Map

4. Do you consider the Local Plan is: *(Please tick as appropriate)*

4. (1) Legally compliant

Yes

No

4. (2) Sound

Yes

No

4. (3) Complies with the Duty to Cooperate

Yes

No

5. Please provide details of why you consider the Local Plan is not legally compliant or is unsound or fails to comply with the Duty to Cooperate. Please be as precise as possible. If you wish to support the legal compliance or soundness of the Local Plan or its compliance with the Duty to Cooperate, please also use this box to set out your comments.

Ringwood Town Council welcomes the new Policy 16: housing type, size and choice, which puts a much greater emphasis on the provision of smaller 1 and 2 bedroom homes, affordable rental homes and affordable home ownership.

The Town Council has long been concerned about the lack of affordable housing available in the town for local young people, and has made representations to the District Council to this effect.

The current mismatch between house prices and levels of earnings is having a detrimental impact on families and households, with young people having little choice but to move out of the town, as they can't afford the cost of housing. Some people commute to work in Ringwood and this has a knock on effect on traffic and parking. Longer term there could be an impact on the demographic profile of the town and its economy.

It is hoped that with the introduction of this new Policy, a greater number of affordable dwellings will be provided, enabling local residents to get onto the housing ladder, so that they can continue to live and work in the town.

A

EXTRACT FROM COVERING LETTER

Appendix A

In response to consultation on the Local Plan submission document, the Town Council wishes to submit the comments below, in addition to completion of the official response form. Whilst these comments do not relate specifically to the soundness of the Plan, concerns have been raised locally, as follows:

- 1) It is recommended that SS14 (Land to the north of Hightown Road) should be developed before SS13 (Land at Moortown Lane), which is designated Green Belt land, but that neither site should be developed without the supporting road infrastructure being put in place first, in order to alleviate traffic congestion.
- 2) It is essential that the new junction from the A31 is created prior to development of SS14.
- 3) It is recommended that the maximum number of dwellings for each site should be defined.
- 4) Measures should be put in place to protect the Green Belt from further erosion and provision must be made for suitable alternative land to compensate for the potential loss of Open Space/sports facilities, resulting from the proposal to reserve the north-west corner of the plot to the south of Moortown Lane for a school.
- 5) It is recommended that the area allocated for employment development on SS14, adjacent to A31, be considered for housing.
- 6) The building line on the western boundary of SS13 should be moved to create a buffer of open space and provide a level of protection to existing properties on Christchurch Road, where there is significant risk of overlooking due to the proximity. This is unlike SS14 where the building line is a distance from existing dwellings on Eastfield Lane and shows new housing separated by an area of open space.
- 7) It is essential that confirmation is sought from Wessex Water that the sewage treatment works can be expanded (at Hampshire Hatches) to cope with the increased capacity required from the new development proposals, and that the pipework from the pumping station at Bickerley to the sewage treatment works will be upgraded. If the required improvements cannot be achieved, this would result in the Plan being unsound.
- 8) The proposed vehicle accesses to SS13 from Moortown Lane should be reviewed, taking into account proposed development of the recreation facilities to the south, which would require an additional entrance to the east of Long Lane.
- 9) Ringwood School has made representation to the Council that the school has no capacity to accommodate additional applicants arising from new housing development. It is expected that the School will respond to this consultation with supporting evidence of this position, and this is supported by the Town Council.

It is acknowledged that some of these comments might be more relevant to the separate consultation on the Strategic Sites Masterplanning SPD, to which the Council will be responding at a later date. However, Members have requested that these concerns be submitted for consideration at this time.

Matter 11c- Strategic site allocations: Avon Valley and Downlands

Issue-Whether the proposed strategic site allocations in the Avon Valley and Downlands area are justified, effective and consistent with national policy

Relevant Policies: Strategic sites 12-18

NB. In responding to the questions on site allocations the Council should identify and address specific key concerns raised in representations e.g. in terms of adverse impacts and delivery etc.

Taking each of the following proposed strategic site allocations individually:

- Strategic Site 12: Land to the south of Derritt Lane, Bransgore
- Strategic Site 13: Land at Moortown Lane, Ringwood
- Strategic Site 14: Land to the north of Hightown Road, Ringwood
- Strategic Site 15: Land at Snails Lane, Ringwood
- Strategic Site 16: Land to the north of Station Road, Ashford
- Strategic Site 17: Land at Whitsbury Road, Fordingbridge
- Strategic Site 18: Land at Burgate, Fordingbridge

- 11c.1 What is the background to the site allocation? How was it identified and which options were considered?
- 11c.2 What is the current planning status of the site in terms of planning applications, planning permissions and completions/construction?
- 11c.3 What is the basis for the scale and mix of uses proposed? Is this justified?
- 11c.4 What are the potential adverse impacts of developing the site and how could these be mitigated for example in terms of transport/traffic, nature conservation, landscape and countryside, heritage assets, flood risk and the impact on the National Park etc.? Would policy safeguards and proposed mitigation be sufficiently effective?
- 11c.5 What are the infrastructure requirements/costs and are there physical or other constraints to development including those from nearby land uses/proposed developments? How would these be addressed?
- 11c.6 What is the background to the specific policy requirements? Are they justified and consistent with national policy? Do they provide clear and effective guidance on constraints and suitable mitigation?
- 11c.7 Is the development proposed viable and deliverable within the plan period? What is the situation in relation to land ownership and developer interest?
- 11c.8 How is it intended to bring the site forward for development? What mechanisms will there be to ensure a comprehensive and co-ordinated approach to development, ensuring that infrastructure requirements are provided?
- 11c.9 What is the expected timescale and rate of development and is this realistic?

In addition for:

- Strategic Site 12: Land to the south of Derritt Lane, Bransgore
- Strategic Site 13: Land at Moortown Lane, Ringwood

11c.10 What are the conclusions of the Green Belt Study in relation to the contribution of the land in question to the purposes of the Green Belt and the potential to alter the Green Belt in this location?

11c.11 What would be the effect of developing the site on the purposes of the Green Belt?

11c.12 Are there exceptional circumstances to alter the Green Belt in this particular case? If so, what are they?

TOWN COUNCIL

27th February 2019

Annual Town Meeting

1. Introduction and reason why decision required

The date provisionally fixed for the Annual Town Public Meeting (aka Annual Assembly) falls within the pre-election “purdah” period. Officers recommend changing the date to avoid this.

2. Background information, options, impact assessment and risks

2.1 The Annual Assembly must be held between 1st March and 1st June¹. At the Policy & Finance Committee meeting in February it was tentatively agreed that it would take place on 27th March unless an alternative date was agreed by members.

2.2 It has now been determined that notice of the council election due on 2nd May will be issued on 22nd March, initiating the period during which restrictions on publicity issued by local authorities (commonly known as “purdah”) will apply. Care must be taken during that period to ensure that any publicity issued by the town council is not seen to be promoting any of the candidates or parties involved in the elections².

2.3 It is not necessarily unlawful to hold the Annual Assembly during the “purdah” period. However, the custom in Ringwood is that the Town Mayor and the chairman of each council committee present a report on the activities and achievements of that committee to the Annual Assembly. Indeed, the Annual Assembly has come to consist of little else. Adhering to this format would entail the Town Council in publicising these reports which could be seen as promoting the current councillors who present them or are named in them. Even if the format of the meeting were altered, the risk that it would be seen as an opportunity for current councillors (or other persons) to promote their candidature in the election would be difficult to manage, let alone preclude. For these reasons, it is generally considered inadvisable to hold the Annual Assembly in the “purdah” period.

2.4 Unfortunately, suitable dates for the meeting outside the “purdah” period are few. The most obvious options are:

<p>Wednesday 20th March (before P&F Cttee)</p>	<p>For: Current format can be followed (with minor adjustments). Current cllrs will still be in post. Coincides with another meeting.</p> <p>Against: Reports & accounts will not cover the full year and will need to be prepared earlier than usual (but need not be circulated beforehand).</p>
<p>Wednesday 15th May (before annual council)</p>	<p>For: Reports & accounts can be complete and prepared less hurriedly. Coincides with annual town council meeting as normal.</p> <p>Against: Some reports would be presented by persons no longer in office. Liable to result in a very long evening of meetings.</p>

¹ Local Government Act 1972, Sch. 12, para. 14(1)

² Local Government Act 1986 and Code of Recommended Practice on Local Authority Publicity

B

Wednesday 22 nd or 29 th May (the latter falls in the school half- term holiday)	For: Ample time for the meeting itself and an opportunity to plan alternative or additional content. Against: Some reports would be presented by persons no longer in office. Involves members and officers in attending an additional evening meeting. No obvious themes for alternative or additional business suggest themselves at this time.
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3. Issue for decision and any recommendation

When to hold the Annual Assembly.

[RECOMMENDATION: Officers strongly recommend avoiding the “purdah” period (22nd March to 2nd May) and favour the 20th March unless members can suggest additional or alternative content for the meeting in which case the 29th May is feasible.]

For further information, contact:

Chris Wilkins, Town Clerk
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Email: chris.wilkins@ringwood.gov.uk

Jo Hurd, Deputy Town Clerk
Direct Dial: 01425 484721
Email: jo.hurd@ringwood.gov.uk

TOWN COUNCIL**27th February 2019****Staffing Committee membership****1. Introduction and reason why decision required**

The recent passing of Cllr Anne Murphy leaves this committee with only three members. Given that a number of staffing issues may need to be considered by members shortly it would be desirable to fill the vacancy without delay.

2. Background information, options, impact assessment and risks

2.1 The committee members are Councillors Treleaven, O'Reilly and Day. Although this is a standing committee, it meets only when required rather than according to a pre-determined schedule and at times to suit the membership.

2.2 Some experience of personnel management or employment law or procedures would be advantageous but not essential since the committee receives technical advice from officers and the Council's HR consultants, Ellis Whittam.

3. Issue for decision and any recommendation

***Whom to appoint to membership of the Staffing Committee.
[No recommendation.]***

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