

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

Held on Friday 5th November 2021 at 10am at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Philip Day (Chairman)
Cllr Rae Frederick (Vice Chairman) (*until 11:05am*)
Cllr Gareth Deboos
Cllr Tony Ring
Cllr Derek Scott

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk
Nicola Vodden, Meetings Administrator

ABSENT: Cllr Andy Briers
Cllr Hilary Edge
Cllr Peter Kelleher
Cllr Gloria O'Reilly
Cllr Glenys Turner

P/5911 PUBLIC PARTICIPATION

There were no members of the public present.

P/5912 APOLOGIES FOR ABSENCE

The Deputy Town Clerk reported that apologies for absence had been received from Cllrs Edge, Kelleher, O'Reilly and Turner.

P/5913 DECLARATIONS OF INTEREST

None were declared at this stage.

P/5914 MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the meeting held on 1st October 2021, having been circulated, be approved and signed as a correct record.

The next agenda item, Land north of Hightown Road (Planning Application 21/10042) was deferred until later in the meeting, when NFDC's Chief Planning Officer would be available.

P/5915 PLANNING APPLICATIONS

Although it was not a disclosable pecuniary interest, Cllr Frederick informed Members that she had a personal interest in application CONS/21/0552.

Page 1 of 5
Chairman's initials

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

ACTION Nicola Vodden / Jo Hurd

P/5916

MEETING WITH NFDC CHIEF PLANNING OFFICER

Members received notes of the meeting with NFDC's Chief Planning Officer held on 14th October 2021 (*Annex B*). The Deputy Town Clerk had followed up on the actions agreed by the Chief Planning Officer at the meeting, but there was no update to report.

RESOLVED: That the notes of the meeting with NFDC's Chief Planning Officer held on 14th October 2021 (*Annex B*) be received.

ACTION Jo Hurd

P/5917

STRATEGIC SITES

An update from NFDC's Monitoring Officer had been received prior to the meeting and circulated to Members (*Annex C*).

Crow Lane / Crow Arch Lane – It was noted that a number of matters remained outstanding and there was no timeframe for handover of the allotments.

Land north of Hightown Road – The Deputy Town Clerk had invited the developer to this meeting. The developer was continuing discussions with NFDC and consultants and felt it best to update the Town Council when these discussions had been concluded. The point was made that the Council is a consultee and engagement would be welcomed.

Market Place and Meeting House Lane – The architects have revised plans based on feedback from the public consultation and a planning application had been submitted, but not yet registered.

RESOLVED: 1) That the NFDC Monitoring Officer's report (*Annex C*) be received; and
2) That the update regarding development of strategic sites be noted.

ACTION Jo Hurd

P/5918

NEIGHBOURHOOD PLAN (NP)

RESOLVED: That the notes of the Neighbourhood Plan Steering Group meeting on 11th October 2021 (*Annex D*) be received.

ACTION Jo Hurd

P/5919

LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)

Cllr Deboos provided an update.

Evidence gathering was continuing in relation to the use of forest / utility routes and their suitability for commuting. Currently, it seems people would not use any of these for this purpose and would rather use the road network instead.

Employees of local businesses have been asked to complete a Travel to Work survey; additional responses were needed to create a reasonable picture of the situation. A report would then be prepared for consideration.

In relation to overgrown hedges, it seems it would not be possible to have a joint initiative with Hampshire County Council. Members wished the Town Council to pursue the matter, in any event, possibly with the involvement of schools to identify problem routes. Cllr Deboos agreed to carry out some further work on this and report back.

RESOLVED: That the verbal report from Cllr Deboos be noted.

ACTION Jo Hurd

P/5920

A31 RINGWOOD BRIDGE REPLACEMENT AND WIDENING SCHEME

The Deputy Town Clerk reported that the closure of the eastbound on-slip from Verwood is now in effect and the eastbound carriageway has been reduced to two lanes. This will enable installation of new signs, upgrading drainage and carrying out barrier work. Verwood traffic was reported to be coping reasonably well, however it seems to have had an impact on queuing on the northbound A338.

A full overnight closure (one night 8pm to 6am) will be required to remove the gantry (date in mid-November to be confirmed). The westbound on-slip from Ringwood will be closed from Monday 15th November. This was expected to overlap with the works to divert the water main. The planned closure of the cycle route which runs past The Fish Inn will be re-considered by National Highways.

RESOLVED: 1) That the update on the National Highways scheme be noted; and
2) That the notes of the meeting held on 26th October 2021 with Hampshire County Council and National Highways regarding traffic measures to be put in

Page 3 of 5
Chairman's initials

<input type="text"/>

place on the local highway network for the duration of the scheme (*Annex E*) be received.

ACTION Jo Hurd

Cllr Frederick left the meeting at 11:05am.

**P/5921
COMMITTEE BUDGET**

Members reviewed the predicted outturn of the current year's budget and considered the draft Committee budget for 2022/23 (*Annex F*).

A bid of £1,000 was requested to support the work of REAL Working Party in 2022/23.

The Deputy Town Clerk reported that the fund for the Crow Stream maintenance has sufficient funds for 2022/23 (draw down from developers' contributions), but a bid will need to be made this time next year. This is an annually recurring project and will need a specific budget in future.

She suggested that a scheme be added for clearance of the culverts and ditches between The Elm Tree and Crow crossroads and this be funded from developer contributions for drainage works, held by NFDC.

Part of the sundial project included installation of an interpretation board in the Market Place. It had previously been agreed that this should be funded from CIL contributions. An estimate of the cost would be provided at the next meeting.

RESOLVED: 1) That the budgets and proposals in Appendices A and B be approved, subject to the inclusion of the additional bids detailed above; and
2) That the Committee budget be re-considered at the next meeting.

ACTION Jo Hurd

**P/5922
PROJECTS (current and proposed)**

Tree in Market Place – The tree stump had now been ground out. HCC reported a replacement tree would be planted by the end of March. It had been unable to source an English Oak (fastigiata variety) and a Field Maple was proposed as the alternative. Members objected to this suggestion and requested HCC delegate responsibility of purchasing the English Oak to the Council.

The Council has been invited to express support for Ringwood Society's 'Railway Corner' project and Members were happy to do so. It will be added to the project list, to be delivered by others.

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

ACTION Jo Hurd

P/5923
NFDC/NFNPA PLANNING COMMITTEE

There were no applications to be considered by NFDC Planning Committee this month.

P/5924
LAND NORTH OF HIGHTOWN ROAD (Planning Application 21/10042)

This item was reached before the Chief Planning Officer was available to join the meeting. Members agreed that the Deputy Town Clerk contact the CPO for an update in relation to planning application 21/10042 and circulate to members after the meeting, as appropriate.

RESOLVED: That an update in relation to land north of Hightown Road be sought from the NFDC Chief Planning Officer and circulated to members.

ACTION Jo Hurd

There being no further business, the Chairman closed the meeting at 11:25 am.

RECEIVED
24th November 2021

APPROVED
3rd December 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

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

Page 5 of 5
Chairman's initials

--

Annex A to Planning, Town Environment Committee Minutes 5th November 2021
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
21/11213	40 Spittlefields, Ringwood BH24 1QH	Proposed two-storey side extension; front porch extension; internal alterations (amended plans)	Refusal (2)	The Committee felt the amended plans were an improvement but do not satisfy the previous objections. The proposal extends beyond the building line, which will have an adverse effect on the street scene.
21/11246	1, Southampton Road, Ringwood. BH24 1HB	Replacement of existing shop-front advertising signage, the signage is non illuminated metal fascia with raised plastic letters of similar style and construction to the pre-existing signage and signage at nearby properties. The signage consists of 2 fascias above the double-frontage shop window, Constructed of powder-coated metal with raised acrylic letters. Black background with raised gold letters and non-raised stencilled white letters (Application for Listed Building Consent)	Refusal (2)	The Committee wished to support the Conservation Officer's objection.
21/11277	76, Northfield Road, Ringwood. BH24 1ST	Roof Alterations	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
21/11310	6, Beechcroft Lane, Ringwood. BH24 1QN	Part single and part two storey rear extension; internal alterations and refurbishment	Permission (1)	
21/11335	35, Hightown Road, Ringwood. BH24 1NQ	Proposed extract cowl and air intake louvered grill to kitchen	Permission (1)	
21/11340	72, Eastfield Lane, Ringwood. BH24 1UN	Proposed rear conservatory	Permission (1)	
21/11358	Fair Winds, 36, Gravel Lane, Ringwood. BH24 1LN	Ground floor extensions and associated re-modelling of interior to front and rear of existing property.	Permission (1)	
21/11369	Church Hatch Centre, 22 Market Place, Ringwood. BH24 1AW	Works to replace two front elevation windows W012 and W116 due to water ingress	Permission (1)	
21/11370	Church Hatch Centre, 22 Market Place, Ringwood. BH24 1AW	Works to replace two front elevation windows W012 and W116 due to water ingress (Application for Listed Building Consent)	Permission (1)	
21/11388	24 Southampton Road, Ringwood, BH24 1HY	Change of use from vacant retail (Class E) to hot food takeaway (sui generis); installation of extract and ventilation plant and shopfront alterations	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
21/11402	Ringwood Church of England Infants School, School Lane, Ringwood. BH24 1LG	Construct an outdoor timber classroom	Permission (1)	
21/11412	11, Fieldway, Ringwood. BH24 1QL	Single-storey rear extension; detached outbuilding	Permission (1)	
21/11426	Poulner Infant School, North Poulner Road, Ringwood. BH24 3LA	Erection of detached single-storey building for use as a nursery in the South East of the grounds of Poulner Infants School, accessed off Gorley Road	Officer Decision (5)	The Committee were satisfied with the application in principle and that provision of this type of facility adjacent to the school is welcomed. It does appear that the proposal is contrary to Policy DM8 of the current Local Plan Part 2 (also Para 99 of NPPF July 21), unless suitable alternative land is provided.
CONS/21/0510	Morant Road, Thie Bickerley, Ringwood. BH24 1ET	G1 - Ash - by drive - Remove all deadwood down to 25mm in diameter or 1m in length throughout the canopy. (REF ONLY) T1 - Ash - Over neighbours - Reduce by up to 2m off of height and spread	Permission (1)	
CONS/21/0522	Greyfriars Community Centre, 44 Christchurch Road, Ringwood, BH24 1DW	Blue Atlas Cedar - Reduce Hornbeam x 2 - Fell Judas Tree - Fell Portugal Laurel -Fell Sweet Gum - Fell	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
CONS/21/0526	(13/14) Centre Place, Meeting House Lane, Ringwood. BH24 1AY	Ash x 1 Fell	Permission (1)	
CONS/21/0536	26 Lynes Lane, Ringwood. BH24 1EH	Ash x 2 Reduce Sycamore x 1 Reduce Yew x 1 Reduce Mixed Hedge x 1 Reduce Bamboo x 1 Reduce Hazel x 1 Reduce	Permission (1)	
CONS/21/0538	1 Bickerley Gardens, Ringwood, BH24 1DU	Bay x 1 Reduce Yew x 1 Reduce Oak x 1 Reduce	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
21/00921	Woodclose, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Detached double garage; open porch	Permission (1)	
CONS/21/0552	Bracken Way, Hangersley Hill, Hangersley, Ringwood. BH24 3JS	Coppice / Fell and Prune multiple Grey Willow trees	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 5th November 2021

Number	Site Address	Proposal	Decision
CONS/21/0520	Amberwood, Hangersley Hill, Hangersley, Ringwood, BH24 3JS	Fell 1 x group of 13 Ash trees over a 5 year period.	<u>Considered under delegated powers:-</u> 8.10.21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision
TPO/21/0490	7 Oak Lane, Ringwood, BH24 1QP	Liquidambar x 1 Reduce	<u>Considered under delegated powers:-</u> 8.10.21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.
TPO/21/0489	45 Willow Drive, Ringwood, BH24 3BE	Ash x 1 Fell Ash x 1 Prune	<u>Considered under delegated powers:-</u> 8.10.21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.

Notes of Meeting with Claire Upton-Brown and Members of RTC Planning, Town & Environment Committee and Ringwood Neighbourhood Plan Steering Group



11am, Thursday 14 October 2021 – Virtual Zoom Meeting

Present: Cllrs Day, Deboos, Edge, Frederick, Haywood (Chairman), Ring, Scott, Turner
Janet Georgiou, Chris Treleaven, Geoff Ridgway, Joe Moorhouse, Tim Moxey
Claire Upton-Brown
Jo Hurd

Apologies: Cllr Kelleher, Mark Ruckwood

1. Questions from Neighbourhood Plan Steering Group (forwarded to CUB in advance):

- i) How can we work together to ensure tailoring of Local Plan Part 2 (LPP2) to take into account the Ringwood Neighbourhood Plan (RNP)?

Work on RNP going at a faster pace to that of the LPP2 and is likely to be completed before adoption of the new LPP2. RNP needs to align with policies within the Local Plan – RNP is being aligned to the current LPP2 (2014).

Evidence gathering to support draft policies in the RNP is underway, some policies have already been drafted and it is hoped that all draft policies will be ready by mid-December. Evidence could be useful for NFDC in informing the new LPP2.

NFDC has completed its Call for Sites and is now reviewing information received and will be looking at individual sites. Next step is an NFDC Member Workshop prior to the Regulation 18 consultation, which will look at issues and options (likely to be March/April 2022).

- ii) Who are the touchpoints at NFDC for the RNP leads and can we expect you to allow nominated touchpoints to accept meetings with RNP leads?

Advised to email Louise Evans (Policy & Strategy Manager who heads up the planning function that includes Local Plan and NP work) – she will coordinate requests so that their resources can be managed.

- iii) Would you be happy for the members of your team associated with the Regal development to be contacted by the RNP Town Centre and Design & Heritage teams in order to determine how that plan fits in with the developing RNP?

The site is currently subject to pre-app discussions, which are commercially sensitive. Advised to wait until the planning application is submitted when RTC will be consulted in the usual way, but in the meantime to email any issues of concern to the Case Officer (details to be advised by CUB).

- iv) What weight do you give to national and international habitat and other designations adjacent to proposed developments? For example, would you set a limit of, say, no developments within 400 metres of a National Park or Ramsar site?

The impact on designated assets is key when looking at policy and allocation. Part of the work following the Call for Sites is to look at where sites are and consider the impact they may have on habitat and sustainability.

Each site will have different characteristics, so the impact of a development on one site may differ from that on another. Will need to fully assess impact on environment, visual impact and have special regard to its impact on the setting of the NF National Park.

All sites will be subject to the tests within the Habitats Regulations, which set a very high bar.

- v) What evidence have you and your team gained from the Local Plan Part Two consultation work scheduled for June and July 2021 related to Ringwood Town Centre as part of the survey on town centres in the district?

Still looking at Call for Sites responses, so not in a position to answer this question yet.

- vi) Are NFDC in the process of implementing the First Homes policy of discounted homes?

NFDC will be producing a guidance note to be considered by Cabinet in January 2022 (TBC). The wording in the government guidance on First Homes is ambiguous and there is significant debate in the housing/planning world about how it should be interpreted.

First Homes is an offer that would be considered if offered by developers, but NFDC will review the overall position on First Homes provision on sites of 11 units or over as part of its policy making. NFDC has commissioned a study to understand viability issues that would result from the introduction of First Homes and to sense check the impact on existing strategic site allocations (CUB will consider sharing the brief for this work with RTC). It was noted that no developers of existing sites are currently promoting First Homes as an offer.

First Homes will be part of the 50% affordable requirement on sites and does not apply to open market provision.

- vii) Would NFDC support the RNP ambition to promote “Building for a Healthy Life”?

Building healthy communities is a fundamental part of planning policy and is embedded in the NPPF.

It was felt that the Linden Homes development could have benefitted from use of a “building for a healthy life” tool, and the RNP team would like to include a policy to ensure such a tool is used in future for large developments. CUB was supportive of the idea and said there was a need to learn from what has happened before and have tools available to ensure better outcomes in future.

- viii) In the course of NFDCs investigations into the use of Article 4 directives, will you share the findings on what evidence would be needed in order to use an Article 4 directive?

The RNP team is considering whether it would be beneficial to use Article 4 directives to protect primary shopping frontages from change of use to residential, and to restrict alterations to windows, chimneys, porches etc. within the Conservation Area. CUB explained that Article 4 directives are not a matter for NPs, as it is a power that can only be used by planning authorities and a strong case is required to justify its use. CUB was sceptical about its use to restrict alterations to windows etc. but was open to having a separate discussion on the matter.

- ix) We would like your thoughts on this part of the Design & Heritage Team’s action plan, relating to SS13 and SS14:

Meet with NFDC’s officers to determine the extent to which the RNP may influence the design of development, given the timing of when applications on both sites may come forward

The RNP is considering a Design Code and it was hoped this could be used to influence development on strategic sites. CUB said she was not sure this would have significant weight as it would not be a Local Design Code (which can be created by local planning

authorities according to a prescriptive process) and the National Design Code would therefore take precedence.

2. To discuss improved engagement between RTC and NFDC on planning applications and policy issues

Cllr Frederick said that improved interaction with NFDC planning officers would be beneficial to all.

CUB said there may be scope for an annual review of decisions versus town and parish council comments, which could open a forum for wider debate.

In response to a question about the possibility of officer briefing notes reverting to the original format, CUB confirmed that the current format would remain. However, she agreed that a better dialogue was needed. CUB also confirmed that planning officers visit every application site in person.

CUB said that her team were working on some very large projects, which were taking up a lot of time, so resource was limited. However, confirmed that she is committed to her team working with us, listening and understanding issues important to us, and learning lessons.

3. Response to planning applications

Cllr Deboos asked if a mechanism could be put in place to allow additional information to be shared with planning officers prior to a report being prepared for NFDC's Planning Committee when RTC had recommended Refusal(4). CUB agreed that this could be arranged, and she would ask officers to contact Jo in such instances. This would allow additional local knowledge to be shared with members of the Committee prior to the meeting, clearly setting out why local councillors object to an application, as the 3 minutes allowed for participation at meetings was often not sufficient.

Examples were given of recent permissions for 14 Meadow Close (21/10514) and 11 Broadshard Lane (21/10940), which might have had different outcomes if additional local knowledge had been shared.

4. Brief Update on position with Strategic Sites

i) Land north of Hightown Road

It was noted that discussions between Taylor Wimpey and NFDC were continuing and further information had been requested, particularly in relation to transport.

It was noted that some work was being carried out on site, but that NFDC was not party to this. Cllr Ring was aware that some of this work involved examining water table levels.

CUB agreed to update the RTC PT&E Committee at its next meeting on 5th November.

CUB agreed to provide written notes of meetings with Taylor Wimpey, but noted that recent communication had been in writing and not in person (latest letter outlining additional information required to be circulated).

Cllr Deboos said that in 2020 Taylor Wimpey built half of its houses to 2010 standards, which they were able to do using loopholes in the system. He asked if issues could be kept as reserved matters to ensure that TW had to build to current standards (to take account of any changes in regulations) – CUB agreed to consider this suggestion.

NFDC was currently working on a Climate Change SPD, to ensure developments are as sustainable as possible. She invited those at the meeting to become involved in this process – Cllr Deboos and Tim Moxey volunteered to assist.

ii) Land off Moortown Road

It was noted that the new promoters of the site had offered to meet with RTC to explain how previous proposals had been further developed. It was hoped that the agent would be able to attend the PT&E Cttee on 3rd December.

There had been no discussions with HCC regarding their land ownership in this area.

iii) Snails Lane

No appeal had been submitted and it was expected that a new pre-app would be entered into in advance of a new application.

5. Any Other Questions

Phosphate Mitigation Strategy – CUB reported that there were no mitigation projects in the pipeline and legally NFDC was not in a position to grant planning permissions in areas affected by phosphates, such as Ringwood. Although some applications had been taken through the committee process, permission could not be issued until phosphate issues (and sometimes 106 matters) had been addressed. NFDC continued to actively work with developers to move proposals forward and consistently applied this approach to all net increase residential developments. There was no timescale yet for this issue to be resolved.

RNP Town Centre Stakeholders – it was noted that two engagement meetings were proposed and CUB (and Louise Evans) would be invited to both.

Planning Permission Refs: 13/11450 Outline Application 175 dwellings

Details granted through:

16/11520 – Phase 1 - 62 dwellings;

17/11358 – Phase 2/3, care home, business use, POS, landscaping;

17/11309 Reserved Matters– Phase 2, 113 dwellings.

18/11648 - 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 – COU of buildings B, C, D, E from B1 (granted under 17/11358) to use E and B8

The remedial landscaping plans produced after our Annual soft landscaping inspection have been forwarded to the Developer ready for them to carry out the remedial planting this coming planting season.

The cracked uprights and beams in the SANG phase 2 play areas have been renewed. We are still awaiting a post-installation certificate for the play areas which is required prior to transfer of the land.

The maintenance bay construction has commenced. The ground has been cleared and the gates to widen the access for the maintenance vehicles have been installed.

The Landscape contractor has mowed the whole site, but hasn't yet strimmed the ditch adjoining Hightown road. The phase 3 play area has been mowed and the grass is beginning to establish there. The play area is open for the public to use.

The Western strip SANG (Suitable Alternative Natural Green space) needs a lot of work to bring it to a satisfactory condition.

There are other outstanding soft and hard landscaping issues that need to be addressed before transfer of the land can take place. The Chief Planning Officer is dealing with this site alongside the Planner, the Site Monitoring Officer and the Open Spaces Officer.

The Developer is still responsible for the maintenance of the site. Areas owned by the housing association have their own maintenance team.

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

RING3 – Occupation Status – 1st November 2021



Phases 1 and 2

Southern Phases



Occupation Status

-  Not commenced construction
-  Under construction
-  For Sale

-  Reserved
-  Exchanged
-  Occupied/Completed



Ringwood Neighbourhood Plan Steering Group

Notes of meeting held on Monday 11 September 2021 at 6.30pm in The Fish Inn

Present: Cllr Gareth DeBoos
Janet Georgiou
Cllr John Haywood (Chair)
Joe Moorhouse
Geoff Ridgway
Mark Ruckwood
James Swyer

1. Apologies were received from Cllr Philip Day, Tim Moxey, Cllr Tony Ring, Chris Treleaven.
2. No declarations of interest were made.
3. Notes from the previous meeting were received and accepted.
4. There was no feedback from Ringwood Town Councillors.
5. The list of questions for Claire Upton-Brown already circulated was approved.
6. Working group updates
 - a. **Town Centre** - Janet circulated physical copies of a draft document detailing the results of the work that the TC group has been doing and the consequent surveys done by James. The group agreed that the report made very good reading.
Janet updated the group with the rest of the activities in her group. There was discussion on Market Place and keeping it people friendly, the social club, the reasons why the group recommended two stakeholder meetings. The issue of obtaining longer term funding for the town and managing that process longer term was discussed. The Town Council was invited to consider whether it has a role in this and how that could be funded and resourced.
Janet asked if she could access the Love It, Hate It, I Wish work done a number of years ago and understand the data, how it was done and who funded it.
(Action: JH)

D

John reported that he had had a telephone interview over receiving funding from a government town centre fund to fund work bringing town centre sites forward, but we had not been successful as the scheme was oversubscribed and looking to fund projects that were very different to ours.

- b. **Design & Heritage** - Joe reported that funding had been obtained from AECOM for technical work on design codes. Article 4 directions were being looked at to control certain issues in the conversation area / town centre. A meeting with Warren Lever from NFDC would take place looking at these. The matter of community assets was discussed.
 - c. **Environment** - Gareth spoke about the Parish Nature Plan. There was also discussion about the possible creation of a supplementary planning document and the creation of nature corridors in the Avon Valley to the south of the parish (with development restrictions up to 400m away).
 - d. **Housing & Infrastructure** - The group had sent in a paper report and Geoff updated the group with general progress. A housing needs survey has just gone live with James' assistance.
7. It was agreed that two town centre stakeholder meetings would be held as soon as could be arranged. The first would have more of a shopkeeper / business tenant focus and would be held on a Tuesday evening. This could be chaired by a member of the group. The second would be along the lines suggested by O'Neill Homer and we could be more flexible with the timings.
 8. It was agreed that the goal for the first draft of policies is the Steering Group meeting to be held on Monday 13th December (**Action: All**)
 9. The NFDC Call for Sites was briefly discussed and it was agreed that this was complete from the perspective of the Neighbourhood Plan group.
 10. The possibility of reducing the number of IT accounts to save cost was discussed but it was agreed to retain this at one account per SG member for now.
 11. James gave an update on the progress of the surveys that had been completed and were launched during the month. A response of over 550 to the first survey (which was considered as something of a "toe in the water" and a test of the system) was agreed by the SG to be a really positive development and James informed the group that a second survey, this time on housing needs was currently active.
 12. None
 13. Date of next meeting: Monday 8th November at 6pm, venue the Fish Inn. It was agreed that the Fish Inn was suitable for our meeting and would be the preferred venue from now on.



National Highways A31 Scheme – Local Network Traffic Impact Briefing Notes of Meeting with Hampshire County Council (HCC) and National Highways (NH) – 26 October 2021

Present:

Cllr Russell Oppenheimer (RO), Executive Member for Highways Operations, HCC
Ian Ackerman (IA), NRSWA Permit Scheme Manager / Traffic Manager, Hampshire Highways, HCC
Graham Wright, Transport Team Leader, Strategic Transport, HCC
Daniel Kittredge (DK), Project Manager, National Highways
Cllrs Thierry, Heron, Rippon-Swaine, Ring, Briers, Day, Edge, Turner and Loose (for part of the meeting)
Jo Hurd, Deputy Town Clerk, Ringwood Town Council

Members received a presentation from IA (*see attached slides*).

Additional comments on slides:

B3347 – South West Water Works

An explanation was given as to why these works were being carried out under traffic light control during the day. It was noted SWW started work two months later than expected due to contractual arrangements, and there will be a two-week overlap with the closure of the A31 westbound on-slip (due to be put in place on 15 November 2021). Local traffic heading north could avoid some queuing by turning left at the Greyfriars roundabout, but this cannot be signed as a diversion route due to the narrow width of the carriageway.

Post meeting note – the overlap of the SWW works in Mansfield Road and closure of the A31 westbound on-slip could be up to 3 weeks (from 15 November to start of Christmas embargo on 6 December), unless SWW finish early.

Westbound On-Slip Traffic Data

HCC carried out traffic counts on the A31 westbound on-slip at Ringwood (16-19 October 2021). This showed that 12000 vehicles use the slip road each weekday (10,500 each day at the weekend) with a high volume between 7am and 7pm on weekdays. This will put significant strain on the junctions of the diversion route. Further calculations are being undertaken to determine likely summer impacts.

Potential Pinch Points at Poulner Junction

Measures proposed by HCC include changing priorities at the Southampton Road ‘triangle’ junction to keep traffic flowing on the diversion route and TM (Traffic Management) measures such as ‘Keep Clear’ markings to prevent junctions being blocked (The Mount, Ambulance Station, Eastfield Lane junction with A31 westbound on-slip and roundabout between the two slip roads).

Keeping Traffic Moving at the A31 Roundabout

Measures proposed by HCC include ‘Keep Clear’ markings and clearly signing lanes on the main town roundabout and roundabout under the A31.

IA has prepared a Temporary Traffic Regulation Order (TTRO) to reverse Meeting House Lane (revert to one-way southbound) and, after discussion with the councillors, agreed to

deploy this to relieve pressure on the main town roundabout by providing an alternative route for traffic heading south.

Potential Routes for Westbound Traffic Mitigation Measures

HCC have looked at alternative routes that drivers might take such as Northfield Road, Southampton Road, Castleman Way/Hightown Road/Eastfield Lane and Moortown Lane/Crow Lane/Eastfield Lane. Restricting parking on these routes might be considered to keep traffic flowing. Signage to deter use of residential roads was also being considered.

Strategic Traffic Mitigation Measures

It was acknowledged that local traffic would seek to use wider diversions such as south via Avon Causeway and Verwood via Harbridge. HCC is liaising with DCC to keep strategic routes clear of any major works and will monitor routes used. (Noted that Kent Lane, Harbridge is already in a poor state having been used as a diversion route when the B3081 (Verwood to Ringwood) was closed.

In summary, it was acknowledged that traffic congestion is highly likely and that mitigation measures will have a limited effect due to the volume of displaced traffic and local road layout. Traffic will find alternative routes – suitable routes will be facilitated and unsuitable routes protected. Additional TM measures could be deployed flexibly and if necessary to alleviate hot-spots identified when works commence.

Issues raised in Q&A:

Hightown Hill and the route from Picket Post are not suitable alternatives to avoid congestion on the A31 and should be signed as such (in particular for large lorries).

Congestion at the entry to the eastbound contraflow was being considered (in liaison with DCC).

Can be difficult joining A31 eastbound from Ringwood – will traffic already on the A31 be restricted to one lane to make it easier for traffic to join and to prevent through-traffic being caught in traffic using the diversion route? HCC will discuss this with NH.

The temporary exit from Furlong Short Stay Car Park to Mansfield Road had relieved some pressure of traffic exiting the car parks via the town roundabout – this has now been closed up again. It was noted that some drivers were using the access only section of Meeting House Lane (where the bus stops are located) to avoid congestion.

Traffic is being diverted by sat-nav along unsuitable roads to avoid congestion. DK confirmed that there was a process in place for sat-nav companies to monitor road permits and road occupancy but he would see if there was a way to reinforce that process.

Noted that Taylor Wimpey was not expected to start works on entrance to the site north of Hightown Road until after completion of the A31 works. HCC would be restricting any permits for works in this area for the duration of the scheme.

Keep Clear road markings have been ordered. RO stated that this work should be given the highest priority so that the markings are in place by 15 November – he agreed to follow this up internally.

NH is looking at options for the footpath/cycleway alongside the westbound A31 (between the Verwood off-slip and West Street) as there have been many objections to its proposed closure (for safety reasons). Several options are being investigated including keeping the

path open if possible (even if just for the winter months) and the possibility of improving the alternative route of Castleman Trailway.

Large lorries are causing a hazard in Eastfield Lane due to the narrowness of the road. HCC will be looking to facilitate traffic flow as much as possible and might consider removing the pinch points for the duration of the scheme.

There is a newly formed shopkeepers association in the town, and retailers are seriously concerned about people avoiding Ringwood and the impact this will have on their businesses. NH had been asked to consider funding a free bus service to bring people in to town and would be meeting with the bus company in late November to discuss bus routes and this suggestion.

Communications – NH will promote the scheme through its national stakeholder team and press office to warn of expected delays. Any local communication should direct people to the scheme website (<https://highwaysengland.co.uk/our-work/south-east/a31-ringwood-road-widening/>). RO agreed that HCC should issue a press release about the local road strategy – this information will also be included on the NH website.

RO concluded by saying that HCC has a close working relationship with NH, which will continue throughout the works. They will be closely monitoring the situation and will do everything they can to relieve pressure on the local road network. However, there is no getting away from the fact that it will be a very disruptive period for residents and businesses, which is regrettable but unavoidable.

National Highways A31 Scheme Local Network Traffic Impact Briefing



Hampshire
County Council



Hampshire
Highways

A31 National Highways Scheme

Objectives to Minimise Traffic Risk

- Reduce traffic on A31 Westbound
- Get SWW in and out as quickly as possible
- Protect Christmas shopping period
- Protect residential routes whilst allowing 'pressure valves' for local traffic
- Allow traffic to find suitable alternative routes to ease pressure on key routes
- Encourage and facilitate the use of the official diversion route
- Protect the highway asset

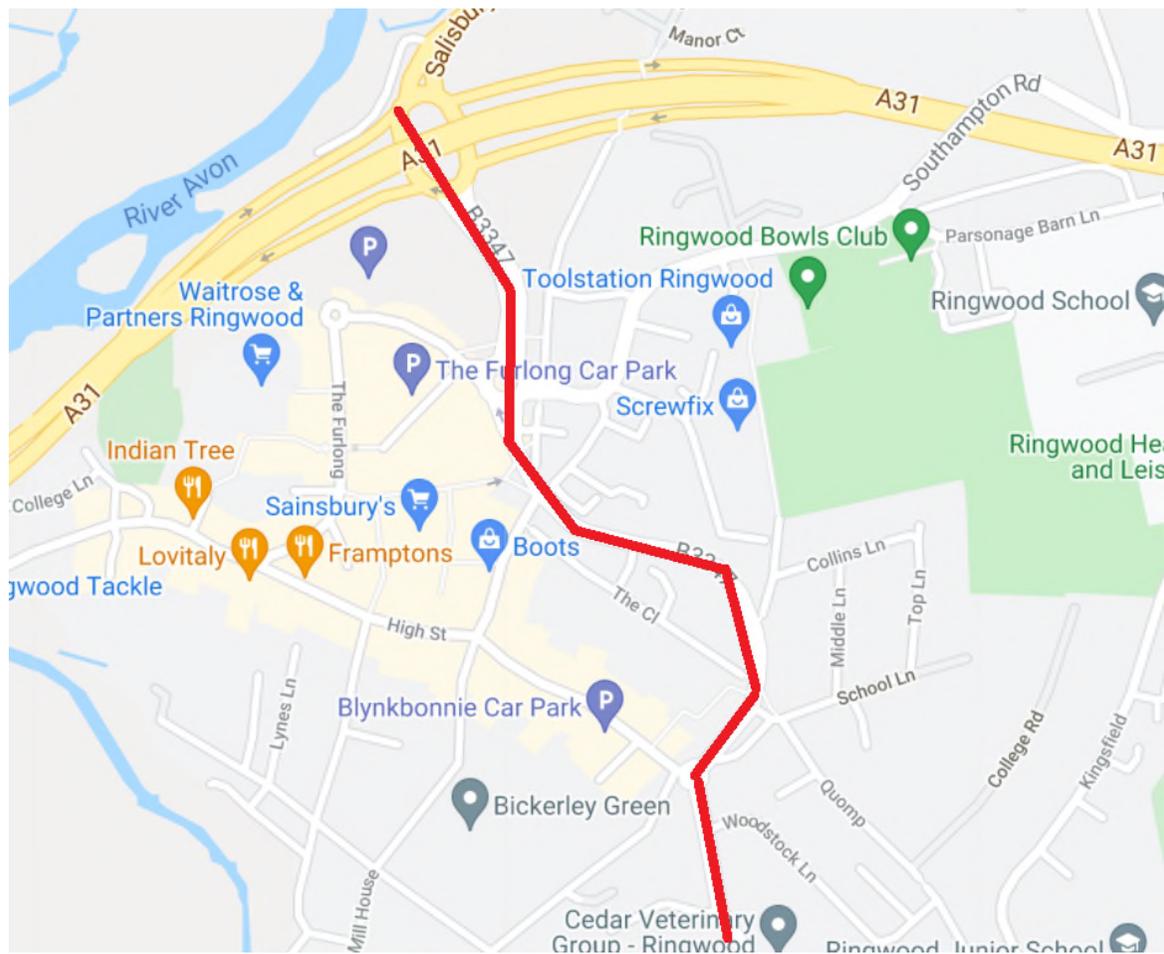


Hampshire
County Council



Hampshire
Highways

B3347 – South West Water Works



- Diversionary works for the NH Scheme
- Use of Temp Traffic Lights essential for safety. This is causing traffic congestion
- Night works not viable owing to long duration and Environmental Health concerns re residential impact.
- Works cannot be done off peak as it's not possible to reinstate before the road has to be clear. The job would also take significantly longer and would delay the NH scheme by a year.
- No other viable route.
- Trenchless technology not possible owing to the volume of other apparatus in the highway.
- Two week overlap with NH on-slip closure unavoidable owing to tight timescales for NH scheme



Hampshire
County Council



Hampshire
Highways

B3347 – South West Water Works. Mitigation Measures

- Works on main road not to start until after Summer holidays.
- SWW to undertake enhanced publicity and stakeholder engagement. (letter drops and AWS)
- Works to be undertaken using extended hours and weekend working to get the job done as quickly as possible
- Temp TL's to be manually managed to maximise traffic flow through the site
- Permanent TL's rephased to increase green period where possible
- Works directed to be removed on the 6th December to avoid impact on key Christmas trade period



Hampshire
County Council



Hampshire
Highways

Working Restrictions for the A31 Scheme

- Very tight timescales for NH scheme mean that spreading works out over a longer period is not possible
- Existing County road network does not easily facilitate East to West traffic
- Environmental factors limit times of working for NH scheme
- A31 Westbound on-slip closure essential for safety and to execute the works in a timely manner
- Use of West Street as an alternative route is not possible on grounds of safety

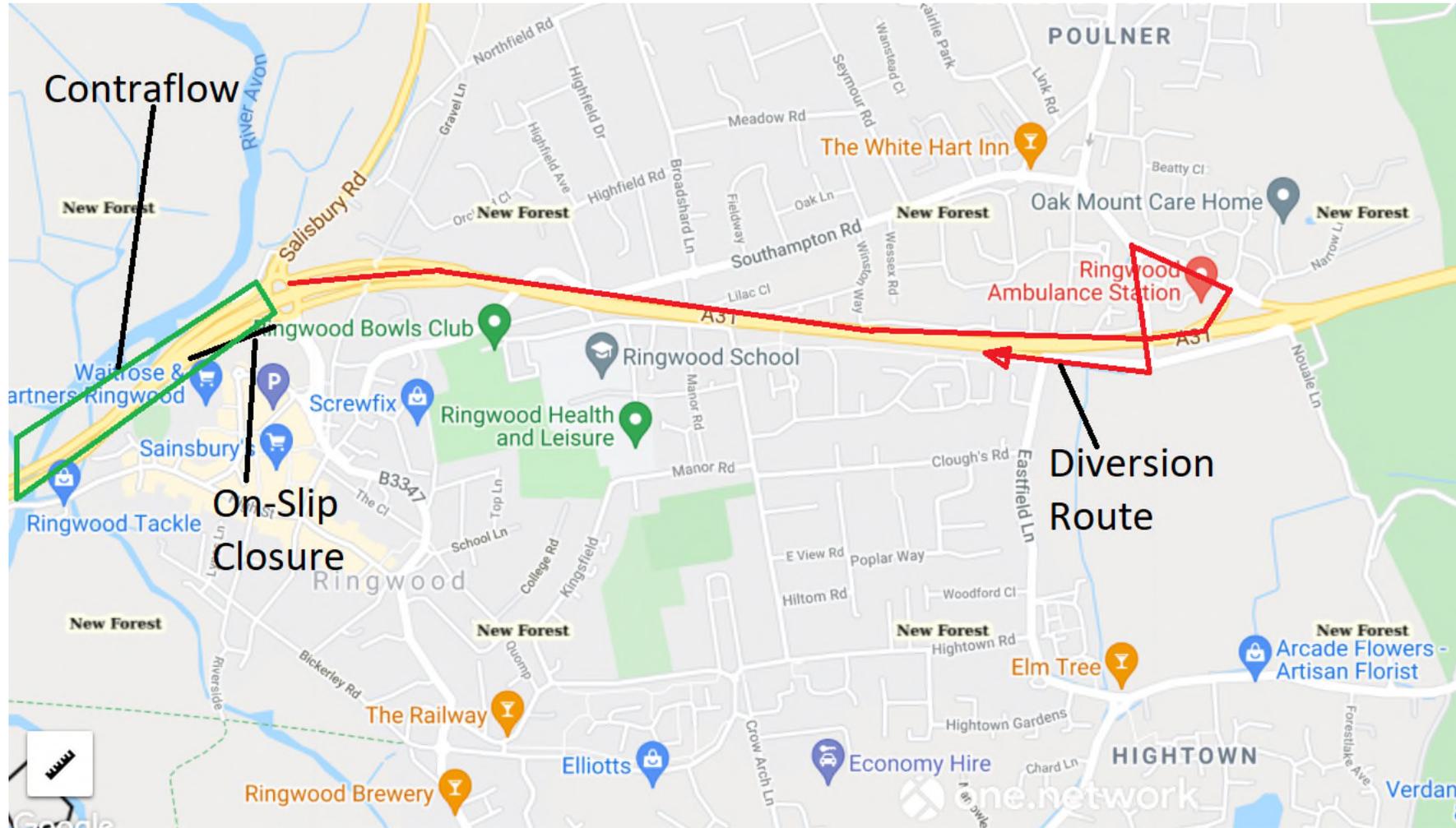


Hampshire
County Council



Hampshire
Highways

NH Diversion for Westbound A31 Traffic

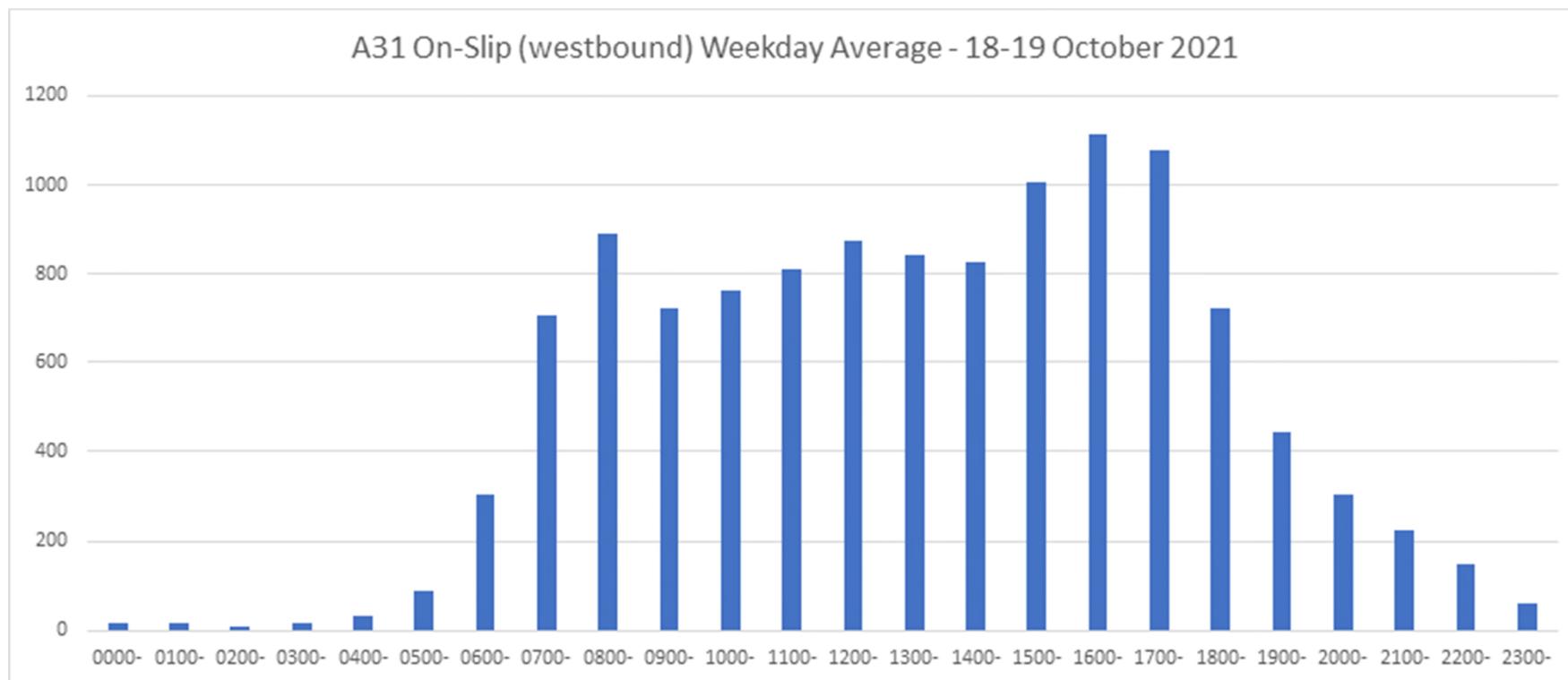


Hampshire
County Council



Hampshire
Highways

Westbound On-Slip Traffic Data

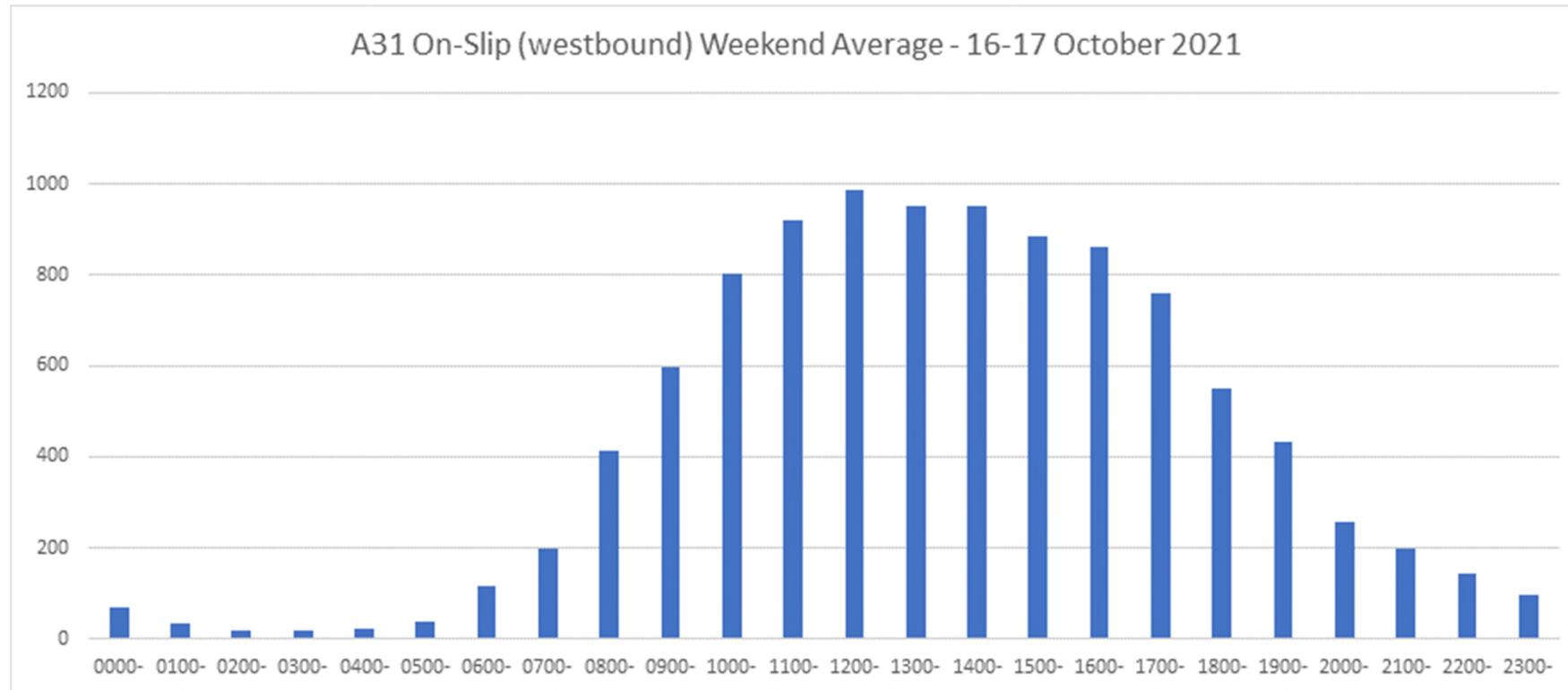


Hampshire
County Council



Hampshire
Highways

Westbound On-Slip Traffic Data



Hampshire
County Council



Hampshire
Highways

Impact of Closing the A31 Westbound On-Slip

- 12,000 vehicles / weekday use the on slip (10,500 / day on the weekend) Will be HIGHER in the summer periods
- Significant weekday AM and PM peaks with a longer PM peak. Traffic volume generally remains high from 07:00 to 19:00. Weekend peak is in the middle of the day.
- This volume of traffic will put significant strain on the junctions on the diversion route.
- General congestion around Poulner jct area and possibly wider, especially if the A31 suffers congestion in the contraflow or by a breakdown.
- Early weeks of the works and summer 2022 will likely see the heaviest congestion



Hampshire
County Council



Hampshire
Highways

General Measures to Minimise Disruption

- NH to provide regular traffic updates
- NH to liaise with freight haulage assoc. and other commercial stakeholders to promote alternate East-West routes
- NH providing a clearly signed diversion route for Westbound traffic
- NH to provide extended breakdown cover
- HCC restricting all other works in the area
- HCC undertaking some proactive works to reduce the need during the actual scheme

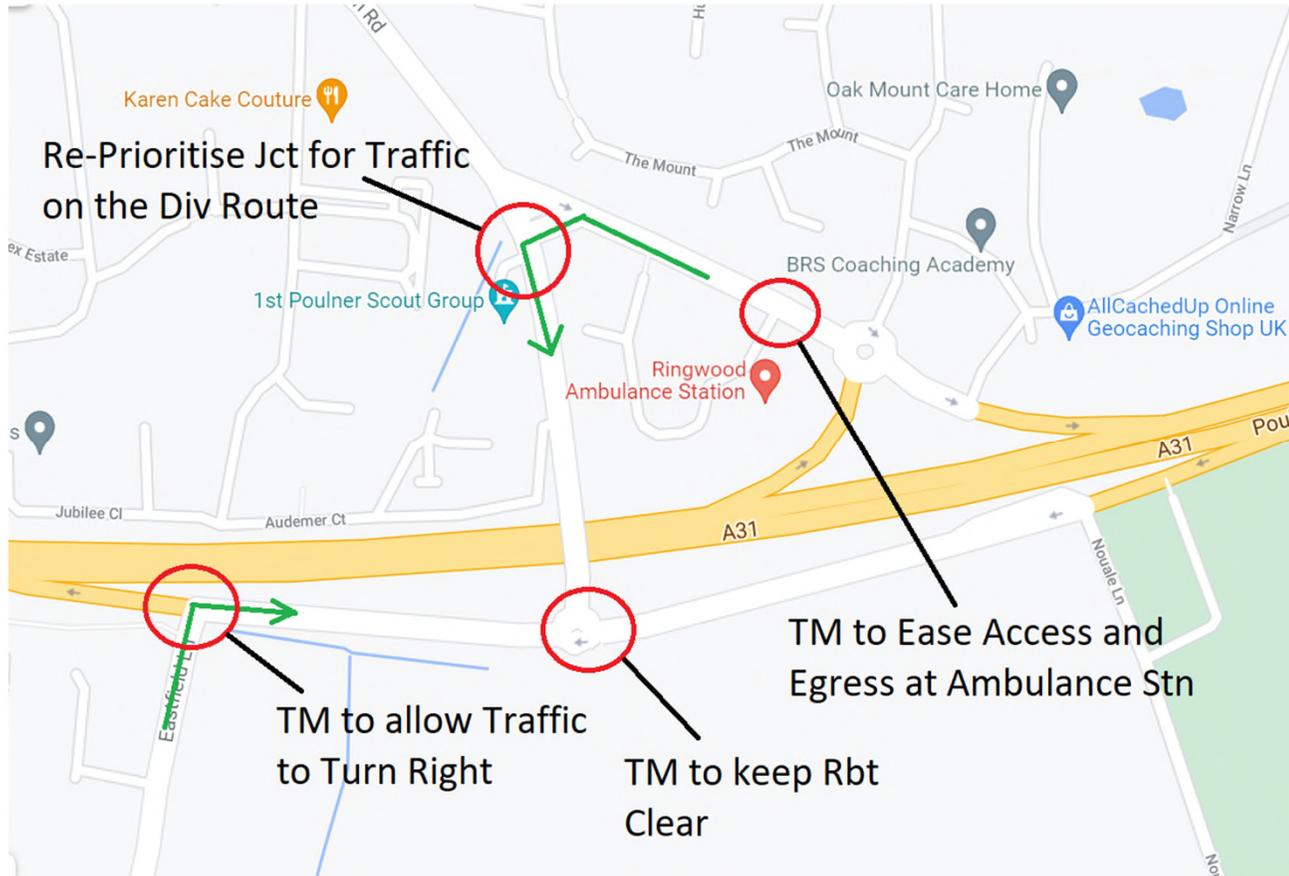


Hampshire
County Council



Hampshire
Highways

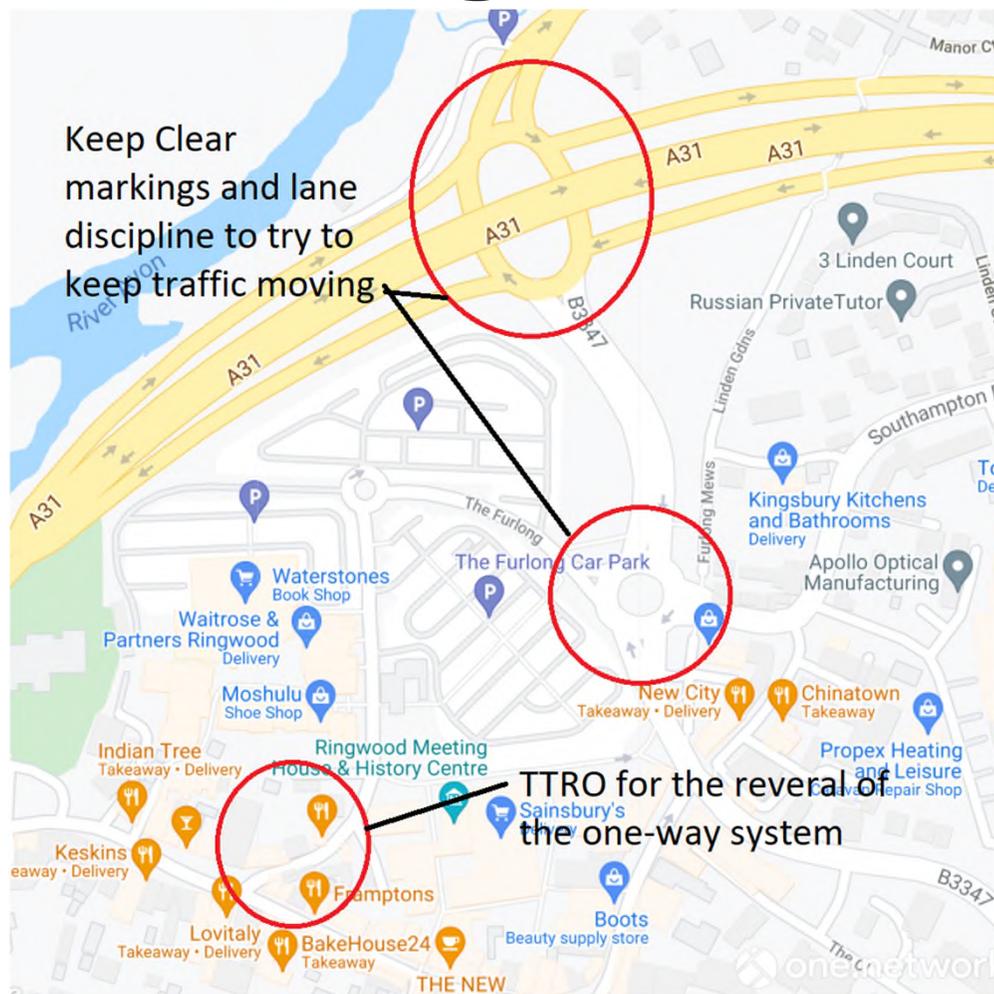
Potential Pinch Points at Poulner Jct



- Change priorities at Southampton Rd ‘triangle’ to give more priority to traffic on the official diversion route
- Signs to keep access to ambulance station clear
- ‘Keep Clear’ markings to prevent jcts being blocked



Keeping Traffic Moving At the A31 Rbt



- Keep Clear markings on the A31 Rbt and the Furlong Car Park Rbt to try to keep non diverted traffic moving
- Lane discipline on the approach to the A31 rbt to keep traffic moving
- TTRO for the reversal of The Furlong one-way



Potential Routes for Westbound Traffic Mitigation Measures



- NH providing signs to deter from residential roads
- Possibly restrict parking on more suitable alternative routes
- Keep suitable alternative routes clear of works



Hampshire
County Council



Hampshire
Highways

Strategic Traffic Mitigation Measures

- Traffic could also seek alternative routes across the Forest to avoid the A31.
- Local traffic may also head South and use the Avon Causeway to head West
- Traffic North of Ringwood may head West to Harbridge Drove / Verwood Road
- HCC will strive to keep these strategic routes clear of major works and are liaising with DCC officers



Hampshire
County Council



Hampshire
Highways

Summary

- Traffic congestion is highly likely
- Mitigation measures will have limited effect owing to the sheer volume of displaced traffic and the local road layout
- It's essential that NH keep the A31 as free flowing as possible as this will reduce the chance of congestion
- Traffic will find alternative routes. Unsuitable routes need to be protected, suitable routes need to be facilitated
- Additional measures can be used flexibly to try to alleviate hot-spots



Hampshire
County Council



Hampshire
Highways

PLANNING, TOWN AND ENVIRONMENT COMMITTEE
5th NOVEMBER 2021

REVISED BUDGET 2021/22 & DRAFT BUDGET 2022/2023

1. INTRODUCTION

1.1 Members are required to consider the budget proposals for 2022/23 for this Committee and to make recommendations to the Policy and Finance Committee.

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

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2021/22 budget. There are no proposals for new expenditure bids for 2022/23.

Appendix B: Shows the approved original budget 2021/22 of £21,593 (including non-recurring growth of £21,500, the draft revised budget 2021/22 of £13,160 which reflects the forecast outturn for 2021/22 together with the first draft budget for 2022/23 of £23,593 which excludes any new bids.

For comparison, actual net expenditure in 2020/21 was £16,375 before transfers to and from provisions and £15,255 after transfers.

2. REVISED BUDGET 2021/22

2.1 The revised budget (column 7 Appendix B) shows a net decrease of £3,683 over the original budget (column 6). The main reasons for this are:-

Details	£
1. Reduction/slippage in expenditure on the Human Sundial	-7,500
2. Reduction/slippage in grants re the Neighbourhood Plan	1,550
3. Reduced transfer from reserves for Neighbourhood Plan	2,000
4. Human Sundial, slipped from 2020/21	5,417
5. Additional donation from Carnival re Human Sundial	-5,250
4. Other minor changes in expenditure	100
Total	-3,683

2.2 The most significant additional expenditure is that on the Human Sundial which has slipped from the previous year. Almost all of this expenditure is covered by a grant which has been received from Ringwood Carnival.

2.3 The work on Crow Lane maintenance is funded by developer's contributions. This is being written down annually and the balance at the end of March 2022 is expected to be £1,664. Other than some slippage on the Neighbourhood plan project, there are no other significant changes to the budget for the current year and expenditure is broadly on track to meet the budget by year end.

3. FIRST DRAFT BUDGET 2022/23

3.1 The base budget for 2022/23 has been prepared on an incremental basis by rolling forward the 2021/22 budget and adjusting for non recurring expenditure and known cost changes. At this stage, other than for employee costs, no adjustments for inflation have been made but the latest RPI (September) is 4.8%.

- 3.2** Employee costs are predicted to increase by £6,950. Around £550 of this is because of pay inflation, estimated at 2% plus the increase in employer's National Insurance contributions. The main increase, however, reflects an analysis of employee cost allocations which revealed that the amount of officer time supporting this Committee was not reflected in the allocations.
- 3.3** Appendix B show sets out the summary budget figures for the Committee. The draft budget excludes any new expenditure bids, other than the slippage on the Neighbourhood Plan which is funded from grant and reserves. At present, no other new bids have been brought forward for consideration.
- 3.4** The Committee is asked to consider the draft budget proposals in Appendix B. These will then go forward to the Policy & Finance Committee later in November for consideration as part of the Council's total budget. Members will also receive, by email, a copy of a budget "model" to enable the modelling of different budget assumptions, budget changes and funding options. Members are encouraged to use this model and provide feedback to assist with the further development of the 2022/23 budget.
- 3.5** There will be a further opportunity to review the budget proposals at the next meeting of this Committee and in January 2022.

4. NEW BIDS 2022/23

- 4.1** Other than the Neighbourhood plan, no new bids have been proposed.

5. RECOMMENDATIONS

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

- i) the budgets and proposals in Appendices A and B be approved,
- ii) Members use the budget model to explore further opportunities and provide feedback and suggestions for further amendments to the proposed budget.

For further information please contact:

Rory Fitzgerald	or	Chris Wilkins
Finance Officer		Town Clerk
Tele: 01425 484723		Tele: 01425 484720

PLANNING, TOWN & ENVIRONMENT COMMITTEE**PROGRESS ON APPROVED BUDGET PROPOSALS FOR 2021/22**

NO.	ITEM	REASON	BUDGET 21/22 £	COMMENTS
1.	Support for REAL Working Party	Minor funding to support local initiatives.	1,000	No spend yet in current year but there is a possibility that this budget will be used to support a free bus plan that is currently being discussed with the bus company
2.	Neighbourhood Plan	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to specified themes (Town Centre, Heritage & Design, Housing and Environment).	21,500	Work continues on collecting evidence and drafting policies. Project is progressing with some slippage into 2022/23. Likely to spend £14,000 in 2021/22
		TOTAL NET COSTS	22,500	

NEW BUDGET PROPOSALS FOR 2021/22

NO.	ITEM	REASON	22/23 £	23/24 £	24/25 £	Priority
1.	Neighbourhood Plan	Continuation and completion of project commenced in 2020/21	11,000			
2.		Less funded from grants, £9,000 and reserves, £2,000	-11,000			
3.						
		TOTAL NET COSTS	0	0	0	

PLANNING, TOWN & ENVIRONMENT COMMITTEE											
Col. 1	2	3	4	5	6	7	8		9	10	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Budget 21/22 £	Revised Budget 21/22 £	Inflation Type % £		Known Changes* £	Draft 22/23 £	
	EXPENDITURE Maintenance										
4000/1/1	--Built Environment-Furniture	JH	0		100	200	4	0.0%	0	100	
4000/1/2	--Carvers Street Lighting	JH	486	543	566	566	2	0.0%	0	566	
4000/1/3	--Flood defence	JH			0		4	0.0%	0	0	
4000/1/4	--Bus Shelters	JH		500	200	200	4	0.0%	0	200	
4000/1/5	--Sign Painting Fridays Cross	JH			0		4	0.0%	0	0	
4000/1/6	--Neighbourhood Plan	JH		8,249	21,500	14,000	6	0.0%	0	-10,500	11,000
4000/1/7	--Crow Lane Maintenance	JH	420	1,120	1,000	1,000	4	0.0%	0	1,000	
4000/1/8	--support for REAL working party	JH			1,000	1,000	6	0.0%	0	-1,000	0
	Total Maintenance		906	10,412	24,366	16,966			0	-10,500	12,866
	Employee Costs										
4001/1	--Allocated Office Staff	CW	15,190	15,091	16,877	16,877	1	2.0%	338	6,613	23,827
	Total Employee Costs		15,190	15,091	16,877	16,877			338	6,613	23,827
	Total Revenue Expenditure		16,096	25,503	41,243	33,843			338	-3,887	36,693
	Capital Expenditure										
4050/1	--Human Sundial	JH	4,889	98	0	5,417	6				0
	Total Capital Schemes		4,889	98	0	5,417			0	0	0
	TOTAL EXPENDITURE		20,985	25,600	41,243	39,260			338	-3,887	36,693
	INCOME/FINANCE										
400/1	--Grants Received	JH	-1,100	-1,100	-1,100	-6,350	6	0.0%	0		-1,100
400/2	--Grants Received Neighbourhood plan	JH		-8,125	-14,550	-13,000	6	0.0%	0	5,550	-9,000
	TOTAL INCOME		-1,100	-9,225	-15,650	-19,350			0	5,550	-10,100
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		19,885	16,375	25,593	19,910			338	1,663	26,593
	Transfer To Provisions										
	--Transfer To Provisions	RF	0		0						0
	Total Transfer To Provisions		0	0	0	0				0	0
	Transfer From Provisions										
	--Transfer from Provisions (cap)	RF	-420	-1,120	-1,000	-1,000					-1,000
	--Transfer from Provisions (revp)	RF	0		-3,000	-1,000			1000		-2,000
	--Transfer from Dev Cont	RF	-4,750		0						0
	Total Transfer From Provisions		-5,170	-1,120	-4,000	-2,000			1,000		-3,000
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		14,715	15,255	21,593	17,910			338	2,663	23,593



Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress	Application for planning permission submitted. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Other procurement is open to tender.	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	No financial commitment yet
FC2	Strategic Plan	On hold - awaiting officer availability		Exploring ideas for medium term planning	Town Clerk	N/A
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Work continues on building evidence and drafting policies, with the Plan focussing on 4 themes - Town Centre, Design & Heritage, Environment and Housing.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete	Work to refurbish human sundial and install surrounding benches now complete. "Ribbon cutting" event held on 18th September.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks completed on 1 April. Annual stream clearance carried out by volunteers on 9 September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
PTE4	Climate Emergency	In progress	REAL WP recommend supporting free bus initiative currently being investigated.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	In progress	West Street junction with A31 closed and traffic flow reversed in Meeting House Lane. Works in West Street completed. Works to divert water main ongoing. Works on A31 to commence October 2021 and due for completion by November 2022.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	In progress	Work in Bickerley Gardens complete, work ongoing in Mansfield Road. Pipe laying across Bickerley complete - land to be fully restored by SWW. Site compound in place at the southern end of Bickerley until end of year.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Pedestrian crossings Christchurch Road	Completed		Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Hampshire CC	Developers contributions
	Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
	Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
	Cycleway signage and improvements	Completed		New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Hampshire CC	HE Designated Funds
	Carvers footpath/cycle-way improvement	Completed		Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	Developers' contributions paid to HCC to implement. RTC carried out clearance on behalf of HCC so that the path is accessible through the summer, prior to surfacing.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
	Replacement Tree - Market Place	In progress	Tree stump has been ground out and replacement tree (Field Maple) will be planted in its place by end March 2022.	New tree to replace tree stump in Market Place.	Hampshire CC	HCC funded
Policy & Finance Committee						
PF1	Website renewal	In progress	The initial content of the new site is now almost complete. Transition to the new site and hosting arrangements is imminent.	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	Funded from agreed budget.

PF2	Greenways planning permission renewal	Cancelled	Committee decided on 17 Feb 2021 not to seek renewal	Preparing a planning application to renew the lapsed permission for a detached bungalow	Town Clerk
PF3	Youth Detached Outreach work	In progress	Work has been suspended for operational reasons. A review of the project is scheduled for December.	To provide youth workers for detached outreach work	Carvers Manager
PF4	Review of governance documents	In progress	Revisions to Financial Regulations completed in September. Committee terms of reference and the Scheme of Delegation will be considered next.	Periodic review of standing orders, financial regulations, committee terms of reference, delegated powers, etc. to maintain suitability and fitness	Town Clerk
PF5	Poulner Lakes Lease	On hold - awaiting track maintenance solution	Technical advice on track maintenance options in line with members' recommendations is being obtained.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk

Recreation, Leisure & Open Spaces Committee

RLOS1	War Memorial repair	Completed	The repair has been completed. An inspection and maintenance regime is being implemented. A re-dedication ceremony was held on 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	Completed	Fresh gravel has been laid. No structural change is feasible at present.	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Town Clerk	Nothing yet committed or agreed
RLOS3	Public open spaces security	Completed	The agreed works have all now been completed. A proposal by community groups to plant the new earth bunds is expected to be actioned this month.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Revised budget of £6,300 for emergency measures agreed.
RLOS4	Grounds department sheds replacement	In progress	Cllr Briers met grounds staff to define needs and the project scope in order to prepare an outline specification.	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	Capital budget of £10,000
RLOS5	Cemetery development	In progress	An update on the columbarium proposal was given at the meeting on 6th October and further planning of the work is proceeding.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (but unlikely to finish in 2021-22 and therefore to be carried into an earmarked reserve)
RLOS6	Community Allotment	Concluded by adapting to ongoing processes	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special arrangement needed for community growing area at Southampton Road	Town Clerk	
RLOS7	Bowling Club lease	In progress	Draft heads of terms of new lease under discussion	Request by Ringwood Bowling Club for lease to be extended in space and term for a replacement club-house.	Town Clerk	
RLOS8	Ringwood Youth Club	On hold awaiting officer availability		Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS9	Aerator repair	Completed	The attachment has been returned and is back in service following the overhaul.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	The first 17 bins have been delivered and are being installed as pressure of work allows. More will be ordered later this year.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS11	Ash Grove Fence repair	Completed	The grounds foreman has inspected the completed fence and signed off the final payment to the contractor.	Replacing the worn-out fence around the play area	Grounds Foreman	
RLOS12	Van replacement	On hold awaiting officer availability		Replacing the grounds foreman's diesel van with an electric vehicle	Grounds Foreman	
RLOS13	Bickerley compensation claim	In progress	Officers presented a report at the meeting on 21st April.	Statutory compensation claim for access and damage caused by drainage works	Deputy Clerk	
RLOS14	Poulner Lakes waste licence	On hold awaiting officer availability		Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS15	Acorn bench at Friday's Cross	Completed	Men's Shed have completed the refurbishment to the specification agreed with the original supplier.	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability	Preliminary contacts with PCC and Conservation Officer	Possible re-paint of this important survival, part of a listed structure	Town Clerk	
RLOS17	New allotments site	In progress	Practical Completion of site agreed following inspection. Decision to proceed agreed at February meeting. Legal work in progress.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	
RLOS18	Cemetery map and registers digitisation	In progress	Registers have been scanned. Digital map is being prepared.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Capital budget of £5,000
RLOS19	Carvers Strategic Development	In progress	Preparations for a public consultation are being led by Cllr. Frederick.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	

Staffing Committee

S1	HR support contract renewal	In progress	Terms agreed for five-year extension and addition of health and safety support.	Town Clerk
S2	Finance Staffing review	Completed	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Town Clerk

Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
None							
Planning Town & Environment Committee							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by Highways England 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		
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	Poulner Lakes	Developing and improving facilities	Cllr Heron		Floated as possible future project		
	Brockey Sands	Environmental enhancements to this area between the Bickerley and the Millstream	Cllr Day	Preliminary discussions with local community groups	Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
Staffing Committee							
None							