



Lymington &  
Pennington  
Town Council

[www.LymingtonandPennington-tc.gov.uk](http://www.LymingtonandPennington-tc.gov.uk)  
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19 October 2023

**TO ALL MEMBERS OF THE COUNCIL**, you are hereby summoned to attend a meeting of Lymington & Pennington Town Council which will be held in the Council Chamber, Town Hall, Lymington on **25 October 2023 at 6.00pm** for the purpose of transacting the following business.

#### **PUBLIC PARTICIPATION**

Members of the public may speak in accordance with the Council's public participation scheme on anything which is in the specific remit of the Council, at the beginning of the meeting. In certain circumstances, for matters which are included on the Agenda, they may be specifically invited by the Chairman to speak when the Agenda item is called. In these circumstances they may only speak before members have started to debate the item. No member of the public shall speak for more than three minutes in total at any one meeting.

**Members of the public may attend via video conferencing. Upon request, a link to the virtual meeting can be sent to the member of public.**

Please note that this meeting will be recorded.

**Louise Young**  
CEO/Town Clerk

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## **MEMBERS OF PUBLIC MAY ATTEND**

### **AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest**  
To receive any declarations of interest on any items on the Agenda.
- 3. Public Participation**  
To note any matters raised during the public participation.
- 4. Minutes of previous Council Meeting held on 6 September 2023**  
To approve and sign as a correct record the Minutes of the previous Council Meeting.

5. **2022/23 Audit Report**  
To note report.
6. **Motion – Cllr Phillips**  
To consider Motion
7. **To receive verbal reports from Town Councillors**
8. **To receive verbal reports from District Councillors**
9. **To receive a verbal report from the County Councillor**
10. **Forthcoming Meetings**  
15 November 2023, 6pm Planning  
27 November 2023, 6pm Amenities  
5 December 2023, 10.30am Policy and Resources
11. **Next Meeting**  
To confirm the next meeting of the Council will be held on **13 December 2023** in the Council Chamber at 6pm.

**CONFIDENTIAL**

**TO BE FOLLOWED BY A TRUSTEE MEETING OF THE CHARITY OF HENRY DOUGLAS ROOKE**

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**Members:** Cllr Jack Davies (Town Mayor), Cllr Colm McCarthy (Deputy Town Mayor), Cllr Thomas Brindley, Cllr Barry Dunning, Cllr Jacqui England, Cllr Sara Frost, Cllr Richard Gray, Cllr Martina Humber, Cllr Ted Jerrad, Cllr Jerry King, Cllr Iestyn Lewis, Cllr Ian Loveless, Cllr Simon Morgan, Cllr Alan Penson, Cllr Hannah Phillips



**Minutes of the Council Meeting  
of Lymington & Pennington Town Council  
held in the Council Chamber, Town Hall, Lymington  
on 6 September 2023 at 6.00pm**

**PRESENT:**      **Councillors**      Jack Davies (Mayor)  
Colm McCarthy (Deputy Mayor)  
Thomas Brindley  
Barry Dunning  
Jacqui England  
Sara Frost  
Martina Humber  
Ted Jearrad  
Jerry King  
Iestyn Lewis  
Ian Loveless  
Simon Morgan  
Hannah Phillips

**Officers**      Louise Young, CEO/Town Clerk  
Lesley Way, Deputy Town Clerk

**Also Present**      5 Members of Public  
1 Member of press

**58. Apologies for Absence**

Received and approved from Cllr Penson and Cllr Gray.

**59. Declarations of Interest**

Cllr Humber and Cllr England both declared a non-pecuniary interest in Item 7.

**60. Public Participation**

1 member of the public spoke about the need for a crossing outside Lymington Infant and Junior School.

1 member of the public spoke about the Governments Ecology Bill.

1 member of the public handed a letter to the Mayor, reference the old Police Station site.

**61. Minutes of Council Meeting held on 26 July 2023.**

Cllr Brindley spoke on behalf of Cllr Penson to request the wording of Item 52 be amended.

Proposed by Cllr Brindley, seconded by Cllr Dunning. 4 in favour, 7 against, 2 abstained. Amendment not carried.

**Resolved:** That the minutes of the previous Council meeting held on 26 July 2023 be signed as a correct record.

Proposed by Cllr England, seconded by Cllr Lewis. 10 in favour, 2 against, 1 abstained.

**62. Sea Water Bath Treatment Costs**

Councillors considered the report requesting an additional sum of £1,920 towards water treatment funds in line with the RPI increase. This was not allowed for in the 2023/24 budget.

**Resolved:** That the additional funds of £1,920 required to meet the indexed costs are allocated from the Sea Water Baths reserve.

Proposed by Cllr England, seconded by Cllr Humber. All in favour.

**63. Health and Safety Audit**

Councillors considered the report requesting that funds be allocated for fire compartmentation in the roof to create separation between the café and changing rooms at Woodside Pavilion. These works are deemed essential for health and safety and would be taken from the building reserves.

Cllr Brindley recommended an amendment to increase the figure to a maximum amount of £6,500. This is to allow for any contingencies and overruns.

Proposed by Cllr Brindley, seconded by Cllr McCarthy. All in favour.

**Resolved:** That the funds of a maximum of £6,500 are allocated from the buildings reserves for the works highlighted in the Health and Safety audit for Woodside Pavilion.

Proposed by Cllr England, seconded by Cllr Loveless. All in favour.

**64. Motion – Cllr Gray**

Cllr Morgan proposed an amendment to the wording of the resolution as the Member of Parliament for New Forest West had already signed the petition since Cllr Gray first submitted the motion.

Proposed by Cllr Morgan, second by Cllr England.

**Resolved:** That the Town Clerk writes to the Member of Parliament for New Forest West.

“This Council opposes the closure of the ticket office and the reduction in staffing hours, and thanks the Member of Parliament for New Forest West for his existing demonstration of support and his signing of the petition to the Rail Delivery Group to reverse these plans.”

Proposed by Cllr Morgan, seconded by Cllr Lewis. All in favour.



**65. To receive verbal reports from Town Councillors**

The Mayor reported he had recently attended 2 official engagements, including the opening of the New Forest Pride event and the British Legion Fete.

The Mayor informed Councillors that the informal consultation period for the Neighbourhood Plan is now open. The consultation will include two exhibitions to be held on:

- 30 September 2023 11am-1pm, Lymington Town Hall
- 7 October 2023 12.30-2.30pm, St Marks Church Hall, Pennington

Both exhibitions will be open for all residents to attend.

Cllr Humber reported that she had attended the investiture of Rev. Lee Thompson to St Thomas Church.

Cllr McCarthy reported that he had attended the recent Pennington Darts 24hour Marathon, which raised an amazing £2,700 for Cash for Kids and Oakhaven Hospice.

**66. To receive a verbal report from the District Councillors**

Cllr England reported that she had also attended the welcoming of the new Rev. Lee Thompson.

Cllr Dunning reported that good progress has been made with the Lawrence Boys Club and all relevant paperwork has been submitted, to hopefully get the funding they require.

**67. To receive a verbal report from the County Councillor**

Cllr Dunning reported that Hampshire County Council would be investing £7.5 million a year over the next 3 years on potholes. This is in addition to the £13.5 million a year currently being spent. In May and June alone, they fixed 19,697 potholes and repaired 33,671 square metres of road.

Cllr Dunning encouraged everyone to respond to the online consultation survey Hampshire County Council are launching on 4<sup>th</sup> September to consult on the future of care homes in Hampshire.

**68. Forthcoming Meetings**

- 13 September 2023, 6pm Planning
- 3 October 2023, 10.30am Policy and Resources
- 16 October 2023, 6pm Amenities

**69. Next Meeting**

The next meeting of the Council will be held at 18:00pm on 25 October 2023.

Meeting concluded at 6.43pm.

**Date:** ..... **Chairperson's Signature:** .....

**2022/23 EXTERNAL AUDIT REPORT**

Report to Council: 25<sup>th</sup> October 2023

**1 INTRODUCTION**

- 1.1 The 2022/23 External Audit report has been received from our appointed external auditors, BDO LLP, and is attached with the Annual Governance Statement.

**2 DISCUSSION**

- 2.1 As stated in Section 3, Box 2, there were **no** matters of concern raised for 2022/23 by the auditors, nor any matters to be drawn to the attention of the authority.

**3 RECOMMENDATION**

- 3.1 That the Council note the audit report for 2022/23.

**S Finnimore  
RFO**

## Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Lymington & Pennington Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
	✓			

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

21/06/2023

and recorded as minute reference:

MINUTE REFERENCE  
30

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

<https://lymingtonandpennington-tc.gov.uk/>



## Section 2 – Accounting Statements 2022/23 for

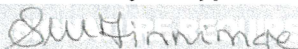
### Lymington & Pennington Town Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	1,995,589	1,988,251	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	824,210	851,023	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	280,967	390,692	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	-511,567	-592,512	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments			Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	-600,948	-694,111	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	1,988,251	1,943,343	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	2,057,013	2,034,720	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	5,876,906	5,900,857	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**



Date

12/06/2023

I confirm that these Accounting Statements were approved by this authority on this date:

21/06/2023

as recorded in minute reference:

MINUTE 32 REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved





### Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

Lymington & Pennington Town Council

#### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

#### 2 External auditor’s limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

BDO LLP Southampton EXTERNAL AUDITOR

External Auditor Signature

DocuSigned by:  
BDO LLP  
2BEB056D80974E4...

Date

27 September 2023

## **Motion: Councillor Phillips**

Seconded: Cllr Gray

### **Lymington Cycling Charter and Coast to Forest Interlink**

Over 200 respondents have now completed the Lymington Transition Survey, the findings which show there is overwhelming support for a cycle network across our area, based on the 'tube map' network.

The 'tube map' network seeks to deliver a cycle network, to link Lymington and New Milton with each other, and the surrounding residential settlements. Brockenhurst College and mainline railway station, the coastal and New Forest National Park recreational amenities, the Isle of Wight ferry terminal, and for the purpose of in-commute and out-commute journeys to and from the Southampton/Waterside, BCP, and 'core 'Forest, via Brockenhurst.

The Lymington and Pennington Cycling Charter will underpin the key elements in helping our community to transition to stronger, safer, and greener, thriving communities.

#### **Resolution**

That Lymington and Pennington Town Council wholeheartedly support the Lymington Cycling Charter and the 'tube map' network and will work with its partners to make Lymington and Pennington a 'cycle-friendly 'town.

## The Lymington & Pennington Cycling Charter

We, the Mayor, town council, people, businesses, schools and the Hospital want the renowned Georgian town of Lymington, situated between Sea and Forest, to be a sustainable and healthy place to visit and in which to live, work, sail and walk.

### We want to see a Lymington and Pennington where...

Lymington and Pennington is a cycle-friendly town for all.

Children and students can safely cycle to and from school (and then cycle on to the library).

People can easily and safely cycle to work, with bicycles parked in enclosed lockable storage.

Residents find it just as easy to use a bicycle for errands around town, as getting the car out (and probably taking up a precious parking place in the town).

Visitors can cycle safely and easily into town, can find enough well-designed, secure parking racks along the High Street, the Quay, St Barbe's Museum, the Lymington Centre, and the Sea Water Baths. So 'car-free' is the natural choice.

The local cycle routes, engineered for safety, encourage respect between different users wherever space is shared, either on the road or on a 'combined path'.

Anyone who is able to ride a bicycle has access to a bicycle.

### We believe that better provision for cycling can...

Be instrumental in reducing pressure on the town centre car parks at peak times, improving air quality, and managing how residents in new housing choose to travel.

Make essential car journeys more efficient, by taking out some unnecessary car travel.

Support the fast-growing 'sustainable tourism' sector in the National Park, already an international holiday destination, and with Lymington the lead player and natural 'hub'.

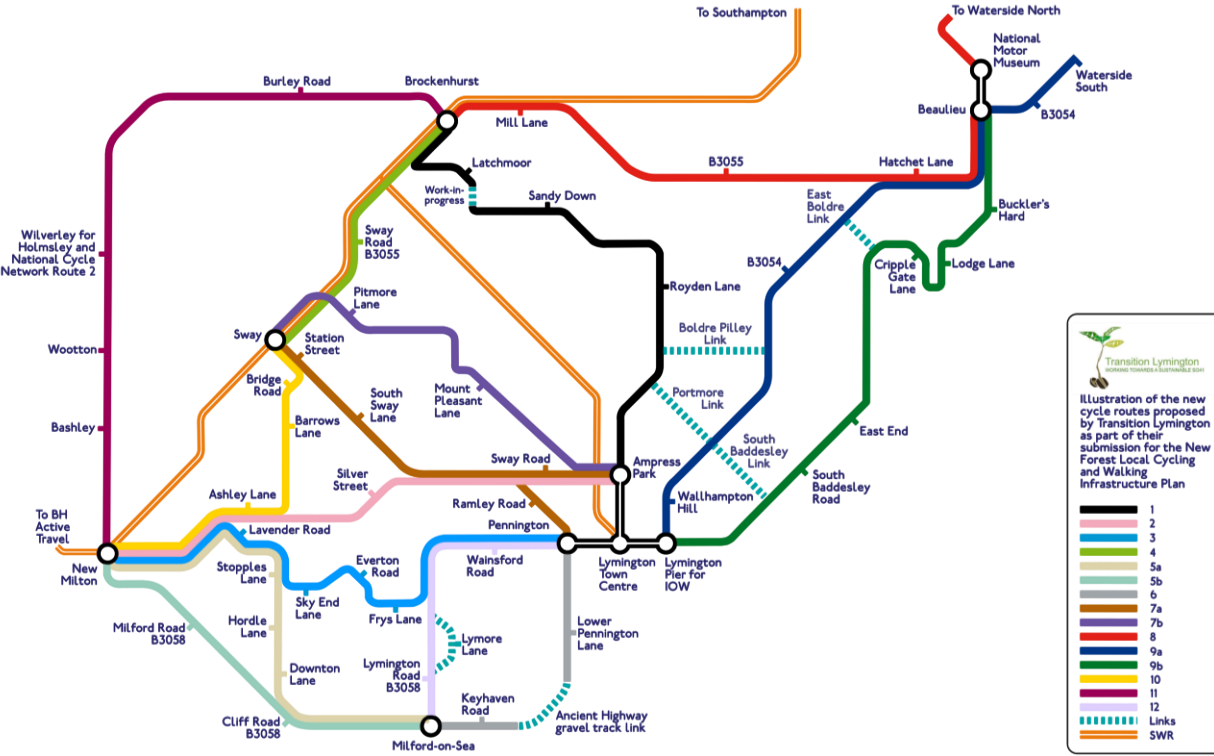
Encourage people to get their '10 minutes a day' of exercise, improving their physical and mental well-being, and reducing the burden on local health and care services.

Support business by boosting the health and thereby productivity of the workforce.

This project has been created by Lymington Transition. Helping our community to transition to stronger, safer and greener, thriving communities.

This document (the 'Master' Document) is the submission prepared by Transition Lymington for the public consultation of the New Forest Local Cycling and Walking Infrastructure Plan. It should be read in conjunction with Annex 1 (Transition Lymington LCWIP), and Annex 2 (Survey).

# Coast to Forest Linkup



⚠ CAUTION - These cycle routes do not exist yet and should not be relied upon for any purpose. In no event will New Forest Transition be liable for any injury, loss or damage as a result of the use or misuse of this map

Project Name	New Forest Local Cycling and Walking Infrastructure Plan (LCWIP)
Document Title	Transition Lymington LCWIP submission (Coast to Forest Linkup) Master Document (Non-technical overview)
Rev No and Date	Rev 4. August 2023
Prepared by	Transition Lymington



## NON-TECHNICAL OVERVIEW (MASTER DOCUMENT)

### The task and our Approach

1. HCC have published a number of LCWIP's (Local Cycling and Walking Infrastructure Plans) across the county including for Waterside, but the New Forest remains outstanding. Much of the LCWIP area is of course rural, and the lack of government (DfT) guidance applicable to rural areas can account for the delay. Applying guidance intended for urban areas to the Forest is far from ideal, but there is a groundswell among cyclists (especially) who have been following this to see progress made and to get the New Forest LCWIP 'over the line'.
2. By good fortune the New Forest has had a Cycle Working Group (CWG) for some years providing a natural forum for discussion, and which HCC have attended to provide updates. Not only have HCC's New Forest LCWIP partners been represented on the CWG, including of course the NPA, Forestry England, and NFDC, but also cycling clubs, local councillors with a cycling interest, and cycle sale and hire businesses. The NPA has reached out to local community groups with an interest in this 'agenda', including Transition Lymington.
3. Transition Lymington, by chance, had been working on 12 new route for Lymington and Pennington, and it was a natural extension to see how these town routes could 'hook up' to HCC's routes across the Forest. To make the task manageable for us, we confined our reach to a 'sub-area' forming a wide arc with the Dorset county boundary at one end, the Beaulieu River at the other, and extending up to the outskirts of Brockenhurst. This roughly maps onto the NFDC's coastal sub-area, enabling us to use their demographic 'stats'. We have called the Transition Lymington sub-area 'Coast to Forest' and our cycling network 'Interlink'.
4. The DfT technical guidance is in fact quite accessible and 'high-level', enabling Transition Lymington to bring one or two 'soft' skills in their toolbox to HCC's extensively resourced technical and of course engineering expertise. We have made use of the HCC Test Valley Borough (South) LCWIP, which is commendably clear and coherent.
5. Transition's 'soft' skills have been
  - 'Have your say' public stalls at various (non-cycling) venues
  - Small group workshops with Cycling Club chairs
  - One-to-one interviews with cycling commuters
  - Public Survey on the routes themselves

### Baseline Factors in a Cycle Network

1. Working through the DfT methodology, the following have been taken as our starting points:
  - New Milton and Lymington are the foremost trip destinations ('trip attractors') as employment, business and retail centres. They also have by far the largest residential populations.
  - One of the DfT 'tools', the 'Propensity to Cycle Tool' or PCT identifies in-commutes and out-commutes to and from BCP and Totton/Waterside/Southampton as generating cycling journeys with potential for growth. This reflects the strategic position of the Coast to Forest sub-area between these two conurbations.
  - In-commutes and out-commutes from the 'Core' Forest, substantially via Lyndhurst/Brockenhurst to the main centres in our sub-area have the potential to generate growth in cycle journeys.
  - Brockenhurst Station (South-Western Railway) is one of the busier stations on the SWR network with 733,500 people entering or leaving the station in 2021/22 (nearly twice the number applicable to New Milton), and is evidently a major 'trip attractor'. The broad catchment for Brockenhurst College adds a further 'cohort'.
  - In addition to the residential populations of New Milton and Lymington, there are large residential populations on a broad East-West axis comprising Pennington (more populous than Lymington), Everton and Hordle. These total just under 15000 people, with continual development pressures on these settlements sitting outside the NPA.
  - The populations of the villages of Sway and Milford on Sea, of around 2500-5000

## Identifying the Links needed.

Of course not all links into and within our sub-area will be of equal importance and the DfT offers a suggested classification. Although developed around an urban setting and 'traditional' commuting into a city centre (where there are 'radial' in-commutes to a central business area, plus secondary cross-town journeys between other trip attractors such as schools), the DfT classification can at least provide a starting point if applied to our sub-area.

- Primary Links. These are the routes used for the main in-commutes and out-commutes including into and out of our sub-area. In some cases there are two route selection options - a direct and a less direct (and often currently the more used) route. The latter would be classed as Secondary. Normally the Primary Links will have higher flows.
- Secondary Links. These are mainly between the larger residential settlements and their facilities such as schools. Normally they will tend to have lower flows.
- Local Links. These are between smaller settlements and the smaller schools such as Infants and Primary Schools.
- 'High-performing' (HP) Secondary Links. For our area we propose this further class of 'link' to distinguish those where there is the potential for high flows, that is, matching or exceeding flows along Primary Links. (It reflects the importance of some large residential settlements between New Milton and Lymington, with these populations using Secondary Links for journeys to these main centres).

Using the above classification and using the route numbers shown on the 'cover' map, we can identify the Primary and High-performing (HP) Secondary links as follows:

### Primary Links

- Lymington to Core Forest/Totton/Southampton via Brockenhurst/Lyndhurst (Route 1)
- New Milton/Dorset border to Core Forest via Brockenhurst/Lyndhurst (Routes 4 and 10)
- New Milton/Dorset border to Waterside (Holbury) via New Milton and Beaulieu (Routes 2 and 9a)

### HP Secondary Links (based on Transition Lymington Survey data - see Annex 2)

- New Milton to Pennington via Everton and Hordle (Route 3)
- Milford-on-Sea to New Milton (Route 5a)
- Milford-on-Sea to Lymington (via Lymington Road) (Route 12)
- Sway to New Milton (Route 10, also classed as Primary Link when used with Route 4)
- Sway to Lymington (Route 7a)

### Secondary Links

The remaining Secondary Links fall into this class. Route 11 for instance provides a less direct but currently well-liked alternative to the Primary Link where the latter is at present problematic for cyclists.

### Local Links

These are the unnumbered rural connections to village Primary Schools etc, shown as blue dotted lines, and using the network of low-speed low-volume hedged lanes.

## Route Finding and Selection

Our starting point is the DfT Route Selection Tool (RST). This sets out the following criteria:- directness, gradient, safety, connectivity (or 'coherence') and comfort. We would add exposure, ie the Beaulieu Heath route (9a) can become unusable in wind. Junctions are to be factored in, with a 'high-level' assessment based on traffic volumes, lack of priority, and we would add cyclists being 'unsighted' when turning right off a main road onto a minor road.

For cyclists' safety, in addition to junctions (which of course are often the sites of collisions), more general concerns are motor traffic volumes, traffic type (long articulated trucks in particular), lack of visibility on road bends, and prevailing speeds.

For connectivity, certain routes would be (self-evidently) better connected than others. such as

Transition Lymington wanted to ask the cyclists themselves what their optimum routes currently are or could be (that is, after improvement). The DfT uses a web-based tool (PCT) but this only covers school and commuting journeys (nationally just 27% of all trips made). The more serious weakness is that 'it is based on existing trips by bike and will tend to emphasise those routes already being used' (Test Valley Borough South LCWIP, HCC, p.37). Survey data is inherently a securer starting point.

The 'data-gathering' part of the process has been as follows:-

1. 'Have your say' stalls, for instance at Lymington Market, to find the locally experienced and proficient cyclists.
2. Small group workshops, including with cycling clubs to go through the routes used by them, the problems, and their thoughts on improvements needed. We also wanted to 'capture' their knowledge on the more problematic routes to see if changes to speed limits, speed mitigation measures, minor junction improvements, etc, could make these useable.
3. Presentation of and feedback on Coast to Forest Linkup routes at the 'Summer Spectacular' in Woodside Park Lymington.
4. On-line survey accessed via QR-Code embedded in Coast to Forest Linkup map and handed to attendees at Summer Spectacular stall (very much a work-in-progress).

We wanted to use the on-line survey to establish what support there was for the links (and shown as routes on the accompanying map) we had identified, and the potential for increasing the cycle flows on these (commuter, school, day-to-day 'utility', shopping and leisure). That is, the focus was on the value of such routes (after improvement) to respondents for their all their journeys (See Annex 2.)

The Transition Survey results do give a clear picture of which routes have the greater potential for cycling growth. And a particular 'theme' in this submission will be that classifying routes as Primary routes is mainly relevant for longer (say, over 8 miles) in-commute and out-commute journeys to and from our sub-area (and which in any case only account for a small fraction of total journeys). The 'target market for new cycle trips is people currently driving short distances to work' (our underlining - Test Valley Borough South LCWIP). A route's classification as a Primary or Secondary is too 'blunt an instrument' to use to 'rank' or prioritise it as a generator of cycle journey growth. A High-performing Secondary Link could have the greater potential for growth in cycling numbers over a Primary Link.

There is also the issue of deliverability. In our workshops and interviews we have identified certain key issues on a small number of the routes and it is important that the respective partner organisations in the New Forest LCWIP respond quickly in getting early answers on these. However for the purposes of route 'scoring' undertaken below, any issues on route deliverability have not been considered at this stage.

The DfT guidance proposes a scoring approach to reach an order of priority or ranking for the routes proposed. We have interpreted its suggested criteria in the following way:

- The first of these is the quality of the route based on the RST (Route Selection Tool). A composite assessment has been made for each route using the criteria mentioned above (directness, gradient, safety etc).
- The forecast increase in cycle flows after the improvements are made. The assessment has been based on the Transition Lymington public survey - see Annex 2 for further details. The survey is considered more robust than the PCT given the relatively limited role currently played by long commuter journeys in our sub-area, even allowing for significant growth in commuter cycling.
- The population directly benefitting from the route after its improvement. This is very relevant to the sizeable settlements and a number of routes between Lymington and New Milton.
- Improvements in cycling safety due to the interventions made. A 'high level' assessment is made with regard to speed limit (and issues of 'speeding'); the number of junctions and 'road priority' issues; and also traffic volumes.
- Cost. The DfT realises that the proposals will not have been developed sufficiently to be costed at this stage - it puts forward a few indicative figures for 'typical' scenarios which can be used to establish 'ball-park' figures. We do not have access of course to HCC's cost database, but have attempted to provide scores, having regard to the length of the route in question and the possible overall likely scope of work of improvement set out in Annex 1. These scores are highly provisional. The scores are given as negative figures, so that the most expensive, that is -50,

R No	Route Number (Primary routes are in <b>bold type</b> )
RST	Route Selection Tool. Criteria applied are directness, gradient and exposure (ie ' <u>difficulty</u> ')
Increase	Increase in cycle use indicated by Transitions Survey after 'intervention '(ie improvement)
Connectivity	Benefit to overall connectivity from the route, ie where more than one route uses the same road, a higher score results. Score is enhanced if it connects to a main centre or rail station.
Population	Size of population(s) directly benefitting from the route 'intervention 'and improvement.
Safety	Potential for improving cycling safety due to the route 'intervention 'and improvement.
Cost	Indicative provisional costing (larger <u>negative</u> figure = most expensive)

R No	RST	Increase	Connectivity	Population	Safety	Cost	Total
<b>1</b>	<b>10</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>18</b>	<b>-25</b>	48
<b>2</b>	<b>18</b>	<b>10</b>	<b>18</b>	<b>15</b>	<b>18</b>	<b>-40</b>	39
3	13	10	18	18	12	-10	61
<b>4/10</b>	<b>13</b>	<b>12</b>	<b>18</b>	<b>18</b>	<b>16</b>	<b>-15</b>	62
5a	11	15	8	12	16	-10	52
6	9	15	8	12	6	-3	47
7a	18	20	8	12	18	-10	66
8	18	5	15	6	8	-3	49
<b>9a</b>	<b>12</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>18</b>	<b>-40</b>	35
9b	13	15	15	16	18	-10	67
10	See above						
11	12	5	15	15	16	-10	53
12	15	15	8	12	16	-10	56

## Route Proritisation

It had not been our intention to take our LCWIP as far as prioritising the routes as we were lacking robust data for 'scoring' these. However from our workshops it became clearer what kind of improvements would be necessary for the cycling public to use their bikes more, for day-to-day use. This presented an opportunity to build a survey including questions on the routes which were then emerging, and which would enable us to gather the data route-by-route..

In the following table we have sought to pull together all the attributes of the routes after improvement. Although this does provide a means of scoring and ranking the routes, it does not provide a final list of route priorities, as this is also dependent on the deliverability of each route. As will be seen in the 'key issues' paragraph following the table, some of these issues may potentially completely 'kill' a route, notwithstanding a high score on paper, and therefore rank order, at this stage.

In the scoring table below the following brief column headings have been used. The maximum scores

Route	Key Deliverability Issue
1	This route would use a length of verge of approx 400m alongside the A337 to give a connection between Sandy Down and Latchmoor and to complete a route from Lymington into Brockenhurst. (The verge is of sufficient width for a cycle track and is of course outside the fencing.) The verge is believed to be a SSSI, SAC, SPA 'Ramsar 'designated site. An early ecological survey is advised.
2	The road junction where S. Sway Lane meets Silver Street is presently unsafe for cyclists. The cost feasibility of a major improvement (ie complete re-engineering) here is critical.
2	At the East end of Sway Road the bends on the approach to Southampton Road in Lymington are hazardous. We have suggested forming a new route on the HCC land of Buckland Rings, to pick up the Rings site entrance on Southampton Road and opposite the existing Marsh Lane 'combined 'path to the town centre. Buckland Rings is the most important Iron Age fort in the Forest and the feasibility of this needs investigation.
9a	The ascents at both ends of this long route are significant, and Wallhampton Hill at the Lymington end renders this route inaccessible to all but the most proficient cyclist (or with electric bikes). The only option currently available of using the surrounding lanes to bypass the ascent is slow and detracts from the efficiency of this strategic commuter route.

### Local Routes and hedged country lanes

A case has been put forward in Annex 1 for a 30mph zone across a broad swaith of the hedged country between the outskirts of Sway and the Beaulieu River (excluding of course the B3054 and A337 which cut through this area). At our 'Have your Say' stalls we encountered no opposition to this, however our Survey found only indifferent support (see Survey in Annex 2). It would nonetheless facilitate the 'links' between in particular, South Baddesley, Norleywood, Pilley and Boldre, and its Primary Schools (see dotted blue lines alongside routes 9a and 9b of the map).

A high-level audit to identify the (assumed minimal) signage needed and perhaps clarification on priority at junctions, is probably the most that would be required to implement these Local Routes

### Conclusion

Driven forward by the infectious enthusiasm of the Cycle Working Group and others we have travelled far beyond our plan of simply working through the DfT guidance to develop a handful of routes around Lymington. However, informed by the Survey results, and by going right up to 'prioritisation', we have been able to identify which routes would yield the greatest increase in cycle traffic. These include High-performing Secondary routes. In some cases, only low-cost improvements are required on these.

These High-performing Secondary routes have been identified by working through the scoring table (under Route Prioritisation above), and incorporating the Transition Survey results into this. We suggest that this approach is helpful in applying the DfT guidance appropriately, away from a large town or city.

Looking ahead to the publication of the NF LCWIP decision report by HCC and its partners, it would be easy to overlook many of the Secondary routes, keeping them on file for when a planning issue highlights a particular need (with at least, and it's a fair point, the preliminary work having been done).

We think HCC and its partners should be more ambitious than this! An *ad hoc* approach without a clear focus on building a useable network will not serve well those with an inclination to cycle. We have shown, from the Transition Survey, that the wider population in our sub-area are ready to make the changes in their lifestyle (so-called 'modal change'). And looking again at the Route Prioritisation table, some of the highest scoring routes (the so-called High-performing Secondary routes) are likely to be the less costly. These are, or could be, the 'quick-wins'. But more than this is needed; a phased programme for investing in and rolling out the network intact is now required.

And just a brief 'last word' on leisure cycling. For many it is their 'way in' to cycling, firstly by buying a bike and then by making short day-to-day journeys. More generally, the demand for car-free days out and holidays is only going to grow. The bike 'hubs' (for hiring, repairs, and indeed coffee) are already there across the Forest and along the coast. Tourism and hospitality contributes hugely to the Forest economy. The economic case is there to underpin the environmental and policy arguments for the