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Owslebury Parish Council Reserves Policy

Adopted by the Council on 11 April 2022



INTRODUCTION

The purpose of this policy is to set out how the Council will determine and review the level of reserves.

Owslebury and Morestead Parish Council is required to maintain adequate financial reserves to meet the needs of the organisation and to ensure financial security but has no legal powers to hold reserves other than those for reasonable working capital needs or for specifically earmarked purposes.

Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure. The Joint Panel on Accountability and Governance 'Practitioners' Guide March 2020 section 5.9 advises this should be considered as part of the budgeting process. However, there is no specified minimum level of reserves that an authority should hold, and it is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.

TYPES OF RESERVES

Reserves can be categorised as earmarked, ring fenced or general.

EARMARKED RESERVES

Earmarked reserves are a means of building up funds over several years to deliver a defined project, predicted liabilities or for known significant expenditure. They are not to be used for emergency operations.

Earmarked reserves can be held for several reasons:

Renewals - to enable services to plan and finance an effective programme of equipment replacement and planned property maintenance. These reserves are a mechanism to smooth expenditure so that a sensible replacement programme can be achieved without the need to vary budgets.

Carry forward of underspend – where some expenditure to projects cannot be spend in the budget year. Reserves are used as a mechanism to carry forward these resources.

Insurance reserve – to enable the Council to meet the excesses of claims not covered by insurance.

Other earmarked reserves may be set up from time to time to meet known or predicted liabilities.

RING FENCED



Ring fenced reserves are money or grants allocated for a specific project only.

GENERAL RESERVES

General reserves are funds which do not have any restrictions as to their use. These reserves can be used to smooth the impact of uneven cash flows, offset the budget requirement if necessary or can be held in case of unexpected events or emergencies.

If in extreme circumstances general reserves were exhausted due to major unforeseen spending pressures within a particular financial year, the Council would be able to draw down from its earmarked reserves to provide short term resources.

Even at times when extreme pressure is put on the Council's finances the Council must keep a minimum balance sufficient to pay three month's salaries to the Clerk in general reserves at all times.



Eastleigh Borough Local Plan: Inspector's Final Report

We have received the [Inspector's Final Report](#) on the Eastleigh Borough Local Plan 2016-2036.

We are pleased to report that the Local Plan has been found to be 'sound' and legally compliant, providing the final Main Modifications are included. These are only small changes from the proposed Main Modifications published for consultation in June 2021. The Inspector's main modifications delete the Strategic Growth Option (SGO) and link road, and result in some adjustments to settlement gaps, but otherwise it retains the overall shape of the Council's plan.

The Local Plan will now go forward with a recommendation to adopt the Plan at a Full Council meeting on Monday 25 April 2022.

- [Inspector's Report](#)
- [Main Modifications](#)
- [Inspector's post hearing letter, April 2020](#)

The documents will also be available to view at local libraries, Parish and Town Council offices in the Borough and at Eastleigh House.

[More details about our Local Plan](#)



Local plan news

Your Local Plan – what is it for?

The Local Plan sets out how we intend to accommodate the growth we need to plan for in the district, outside the South Downs National Park, for the period up to 2039. To do this the plan:

- Identifies suitable sites for a range of new housing that will allow people wanting to live in the district to find accommodation that matches their needs
- Includes policies and sites which encourage sustainable local economic growth
- Looks to protect our valuable countryside, habitats and heritage
- Contributes to tackling the climate emergency

All these different threads of work will be pulled together into a draft Local Plan (known as the Regulation 18 stage of the plan making process) which we are intending to publish for public consultation in August/September this year.

- What is happening now?

The process to develop a Local Plan has been underway for two years - the high number of responses received to date have provided very valuable feedback and are helping us work on the direction of the proposed strategy and the policies for the new plan.

Two key pieces of work have been undertaken to enable us to draft the new plan:

1. Housing numbers

One process relates to a calculation of the housing numbers that Government policy says we need to accommodate and we then have to decide how these numbers are best distributed across the district outside the South Downs National Park.

The housing numbers are likely to vary over the next few years, and are affected by factors not fully in the control of the council, so we have made reasonable assumptions about these figures based on what we know now.

2. The Strategic Housing and Employment Land Availability Assessment report

The second piece of work is the call for sites which enabled owners and promoters to put forward land which is potentially available for development and these sites are published in the Strategic Housing and Employment Land Availability Assessment report (SHELAA).

Some 380 sites are included in the SHELAA in total. Only a small fraction of these sites will be needed to meet the growth we are currently expecting to plan for which, in housing terms, is around an additional 3,000 new residential properties up to 2039.

To help with the selection of sites we are now liaising with the Winchester Town Forum, and working with all parish councils in and around the city, and the parishes with the other most sustainable towns and larger villages, and asking them to review the SHELAA sites, along with any others they think may be available for development, to take the growth we are planning to accommodate over the 17 years to 2039 as set out below:

- New Alresford (through a Neighbourhood Plan) - additional 100 – 120 homes
- Bishop's Waltham - additional 100 – 120 homes
- Wickham – 90- 100 additional homes
- Waltham Chase – 90 – 100 additional homes
- Swanmore – 90 – 100 additional homes
- Kings Worthy - 90 – 100 additional homes
- Denmead (through a review of their Neighbourhood Plan) - 90 – 100 additional homes
- Colden Common – 90 – 100 additional homes
- Otterbourne – 50 – 60 additional homes
- South Wonston – 50 – 60 additional homes
- Sutton Scotney – 50 – 60 additional homes

In the case of Winchester itself the range is 1,600 to 1,650 additional homes between now and 2039 and, when we take into account development that might reasonably be expected to come forward within the existing town boundary and other brownfield land which is potentially available, a further 250 -300 homes may need to be accommodated on unidentified development site(s) over this period.

We are also having conversations with the parish/town councils in the South Hampshire Urban Area regarding potential for additional development around Newlands (West of Waterlooville) and Whiteley

If your village is not listed above it doesn't mean that no growth can take place. These villages will not be expected to plan for a housing number but small scale development in keeping with those settlements will still be possible.

- How do you get involved?

We are intending to consult on the draft plan between August and September this year. The consultation process looks to let everyone have their say on how we accommodate the growth we need to plan for over the next 17 years.

If you would like to be involved please sign up here for the updates and invitations to events: planningpolicy@winchester.gov.uk

WINCHESTER CITY COUNCIL

BIODIVERSITY ACTION PLAN 2022



We are now in the second year of our Biodiversity Action Plan!

This is a vital part of the council's wider Carbon Neutrality Action Plan and sets out the council's strategy and ambitions to protect, enhance, and restore biodiversity across the district.

Following on from the success of 2021, the action plan for 2022 is set to be equally ambitious with 71 actions including:

- Habitat creation at Chilcomb Recreation Ground,
- Management of nutrient mitigation land at Micheldever,
- A project looking in to potential for improving biodiversity in car parks,
- Wildflower creation,
- Property Services biodiversity procedure note,
- Biodiversity Net Gain technical advice note

We look forward to updating you with our progress throughout the year.

If you know anyone who would like to sign up to our mailing list then please direct them to naturalenvironment@winchester.gov.uk



BIODIVERSITY ACTION PLAN 2022

DELIVERY ACTIONS FOR YEAR 2 – WINCHESTER CITY COUNCIL



AREA/ACTION	AIM						SPECIES/HABITAT
	HALT LOSS	RECREATE	HELP SPECIES/ HABITATS ADAPT TO CLIMATE CHANGE	EVIDENCE	ENGAGEMENT	PARTNERSHIP	
DEVELOPMENT MANAGEMENT AND FORWARD PLANNING							
Respond to 80% all Development Management applications which require ecology input within the planning timeframe.	✓	✓	✓				All
Deliver year 1 of the management plan for the Micheldever Nitrate Neutrality following approval by planning in March 2022.	✓	✓	✓				Hedgerows; trees; rivers; species rich grassland; bat; water vole; slow worm; common lizard, toad, bumblebee, hedgehog
Biodiversity Net Gain							
Meet with local officer group on regular basis to prepare for implementation	✓	✓	✓				All
Make decision	✓	✓	✓				All
Produce a Technical Advice Note on BNG along similar lines to SDNP.	✓	✓	✓		✓	✓	All
Undertake training for members, officers and developers as to what is needed	✓	✓	✓		✓	✓	All
Start draft policy for Local Plan on BNG	✓	✓	✓				All
Agree monitoring process for BNG internally ie percentage; photo evidence; using other council staff?	✓	✓	✓	✓			All
Look at new ways of monitoring ie talk to South Downs as to how they do it; use photo evidence; use other council staff to undertake checks.	✓	✓	✓	✓	✓	✓	All
Respond to 100% of Hedgerow Regulation notices and breaches within the hedgerow regulation time frames	✓	✓	✓				Hedgerows
Resolve the hedgerow regulation breach at site 1	✓	✓	✓				Hedgerows
Resolve the hedgerow regulation breach at site 2	✓	✓	✓				Hedgerows
Respond to 100% of TPO/TPC application within planning framework	✓	✓	✓				trees
Create new TPO orders where applicable and within resourcing	✓	✓	✓				trees
ESTATES/WIDER WCC WORK							
Topfield - Hookpit site acquisition							
Complete establishment phase at Top Field including grassland; site protection; footpath access; woodland management to create footpaths; woodland management for dormouse mitigation.	✓	✓	✓				Species rich grassland; woodland; hedgerow; dormouse; slow worm, hedgehog, bat, common lizard; skylark; great spotted, woodpecker; stag beetle; bumblebee; chalk hill blue; stripped lychnis moth
Produce a draft management plan for Topfield post establishment	✓	✓	✓		✓	✓	As above
Reinstate Topfield users group.					✓	✓	As above
Undertake year 2 of the tree survey project.	✓	✓	✓				trees
Undertake year 4 of the reroofing and protected species project	✓	✓	✓	✓		✓	bats, house sparrow, swift
Produce a procedure note for Property Services on works which could impact protected species including bats and birds. To include facias; soffits; emergency roof repair.	✓	✓	✓			✓	bats, house sparrow, swift
Produce a scoping report for potential land acquisition at Bishops Waltham including cost and a natural capital assessment	✓	✓	✓	✓		✓	TBC following survey
Car parks - Biodiversity improvements Undertake a feasibility study to see what options we have for retrospective biodiversity enhancements as well as refurbishment/new build by December 2022	✓	✓	✓				All
Coventry House - completion of build (green walls, solar power)			✓				bumblebee, bats
Start works on green roof for new pavilion at KGV (December 2022)			✓				Species rich grassland, bumblebee, bats
Erect 10 bird boxes on WCC estate and commercial properties	✓	✓	✓		✓	✓	Bat; swift; house sparrow
Provide ecological advice and support to sustainable energy project at site 3 within planning time frame.	✓	✓	✓				All
Road Verge Project							
Produce a briefing note and retain new management regime for current pilot sites in 2022.	✓	✓	✓	✓	✓	✓	Species rich grassland; slow worm; hedgehog; bat; common lizard; bumblebee; chalk hill blue; striped lychnis moth, bee orchid.
Produce cabinet paper detailing options and recommendations for 2023	✓	✓	✓	✓	✓	✓	As above
Secure Cabinet approval for long term change in contract and secure funding	✓	✓	✓	✓	✓	✓	As above
Chilcomb Rec							
Investigate feasibility of specific habitat enhancement for Striped Lychnis moth at Chilcomb Rec	✓	✓	✓	✓	✓	✓	Species-rich grassland, Striped Lychnis moth, chalk hill blue, bumblebee, bats, hedgehog, skylark, common lizard, slow worm
Deliver habitat enhancement	✓	✓	✓		✓	✓	As above
St Giles Hill							
Update Management Plan 2022 - 2027. Draft MP ready for adoption by end of 2022.	✓	✓	✓	✓	✓	✓	Species-rich grassland; woodland; hedgerow; slow worm; hedgehog;bats; great spotted woodpecker; stag beetle; bumblebee; chalk hill blue
Review feasibility of actions	✓	✓	✓	✓			As above
Produce the Tree Strategy 2022	✓	✓	✓				trees
Plot all ancient trees owned by WCC on a GIS layer by December 2022	✓	✓	✓	✓			trees

BIODIVERSITY ACTION PLAN 2022 - CONTINUED

AREA/ACTION	AIM						SPECIES/HABITAT
	HALT LOSS	RECREATE	HELP SPECIES/ HABITATS ADAPT TO CLIMATE CHANGE	EVIDENCE	ENGAGEMENT	PARTNERSHIP	
LAND MANAGEMENT - ONGOING							
Undertake appropriate management of existing sites in terms of species rich grassland and wildflower areas.							
Greenacres	✓	✓	✓	✓	✓	✓	Species rich grassland; woodland; hedgerow; river; dormouse; slow worm; hedgehog; bat; common lizard; house sparrow; great spotted woodpecker; skylark; stag beetle; bumblebee; chalk hill blue; striped lychnis moth; bee orchid.
Hilliers Haven	✓	✓	✓				As above
West Hill Cemetery	✓	✓	✓	✓	✓	✓	As above
Whiteshute Ridge	✓	✓	✓	✓	✓	✓	As above
Magdalen Hill Cemetery	✓	✓	✓	✓	✓	✓	As above
Joyce Gardens	✓	✓	✓				As above
Water Lane	✓	✓	✓				As above
Ivy Close	✓	✓	✓				As above
Thurmond Crescent	✓	✓	✓				As above
Land opposite Stanmore Rec	✓	✓	✓				As above
St Matthews Field	✓	✓	✓				As above
Sainsbury roundabout	✓	✓	✓				As above
St Cross roundabout	✓	✓	✓				As above
St Giles Hill	✓	✓	✓				As above
Abbots Barton	✓	✓	✓			✓	As above
Winton close	✓	✓	✓				As above
Bar End roundabout	✓	✓	✓				As above
Pitt roundabout	✓	✓	✓				As above
Otterbourne Common	✓	✓	✓				As above
Renew annual SLA with Wildlife Trust by April 2022	✓	✓	✓			✓	All
Agree timeframe and work programme to achieve transfer of Barton Meadows Nature Reserve to Wildlife Trust by close of play December 2022	✓	✓	✓			✓	Species rich grassland; hedgerow; bats; grey partridge; skylark; bumblebee; house sparrow; slow worm; common lizard; hedgehog; chalk hill blue
LAND MANAGEMENT - HABITAT CREATION							
Directly plant 100 trees on council owned land	✓	✓	✓		✓		Trees; hedgerow; stag beetle; bats; house sparrow; hedgehog; great spotted woodpecker; bumblebee
Wildflower creation at the Garrison Ground	✓	✓	✓				Species rich grassland; slow worm; common lizard; hedgehog; bat; bumblebee; chalk hill blue
Wildflower creation at KGV	✓	✓	✓				Species rich grassland; slow worm; common lizard; hedgehog; bat; bumblebee; chalk hill blue
PARTNERSHIPS/VOLUNTEERS/COMMUNITY PROJECTS							
Contribute to support the Meon Valley Partnership Group	✓	✓	✓			✓	Rivers; water vole; bat; white-clawed crayfish, southern damselfly
Contribute to the East Hants Catchment Project	✓	✓	✓			✓	Rivers; water vole; bat; white-clawed crayfish, southern damselfly
Renew SLA with HBIC and who will undertake at least 100 survey days on behalf of WCC; update the SINC register; provide the planning screening report on a weekly basis; and hedgerow evaluation surveys by December 2022	✓	✓	✓			✓	All
Secure 1 placement/casual worker/student to support summer survey season by May 2022	✓	✓	✓	✓	✓		grassland, dormouse, slow worm, common lizard, common toad, hedgehog, bats, bumblebee, chalk hill blue,
Undertake 1 tree planting volunteer day in January 2022	✓	✓	✓		✓	✓	Trees; hedgerow; stag beetle; bats; house sparrow; hedgehog; great spotted woodpecker; bumblebee
Contribute to North Pond Conservation Group, Bishop's Waltham Attend volunteer group meetings; undertake trees works as required; undertake clearance of non-native vegetation as required by December 2022	✓	✓	✓			✓	Rivers; trees and woodland; common toad; bat; great spotted woodpecker
Investigate involvement of WCC with Local Nature Partnership	✓	✓	✓			✓	All
ENGAGEMENT							
Produce updates to website on biodiversity in approximately February (actions identified for 2022); June (survey work); December to co-inside with 78.	✓	✓	✓	✓	✓		All
Update database of people who have expressed an interested and update three times a year.	✓	✓	✓	✓	✓	✓	All
Green Week Agree how we can engage and deliver 1 biodiversity awareness raising event as part of Green Week	✓	✓	✓		✓	✓	TBC
Upload survey results for Whiteshute Ridge; West Hill Cemetery, Greenacres, Magdalen Hill Cemetery and Hookpit to our website by December 2022.	✓	✓	✓	✓	✓	✓	grassland, dormouse, slow worm, common lizard, common toad, hedgehog, bats, bumblebee, chalk hill blue
MONITORING/SURVEY							
Produce annual survey reports for Whiteshute; Greenacres; West Hill; Magdalen Hill Cemetery by December 2022.	✓	✓	✓	✓			grassland, dormouse, slow worm, common lizard, common toad, hedgehog, bats, bumblebee, chalk hill blue
Ensure dormouse mitigation monitoring is undertaken at Dean Copse Knowle	✓	✓	✓	✓			dormouse
Report back to Carbon Emergency Action Plan via Carbon Neutrality Delivery Group monthly meetings.	✓	✓	✓	✓			All
Advise Sustainability Team on new targets for the refreshed Carbon Neutrality Plan (February 2022)	✓	✓	✓	✓			All

MEETING REPORT: Annual Parish Meeting

WRITTEN BY: Clerk

AGENDA ITEM: 195 (i)

The Parish Council need to decide on a date for the Annual Parish Assembly. In the past the Council have always held it before the Annual Parish Meeting in May. However, as this year is an election year the legislation requires that the first annual meeting of the council to be held on, or within fourteen days after the day on which the councillors elected at the ordinary election take office. (Ref: Local Government Act 1972, Sch 12. para. 7)

This means that the annual parish meeting cannot be held until after 12 May. As following the elections, all councillors retire, and newly elected councillors take office on the fourth day after the ordinary election i.e. Monday 9 May 2022. (Ref: Local Government Act 1972, s.16 (3) - <https://www.legislation.gov.uk/ukpga/1972/70/section/16>)

Newly elected councillors cannot be summoned to attend the first annual council meeting until they have taken office, and the statutory three clear working days' notice of the meeting must be given. They must also sign a declaration of acceptance of office before they can attend their first meeting.

Do the Council wish to hold the annual parish assembly the same day as the annual parish meeting??

I suggest that the meeting is held on either 17,18 or 19 May.

At the last meeting the Council agreed to invite Openreach, a member of OMCA to talk about the Jubilee celebrations and a member of the pavilion committee to discuss the new pavilion.