

Adopted 18/07/19



Little Paxton Parish Council

Reserves Policy

The Parish Council follows the guidance in the current edition of the Governance & Accountability for Local Council- The Practitioners Guide regarding Reserves.

Council reserves are divided into two main categories- Earmarked Reserves and General Reserve.

Earmarked Reserves, which are set aside for specific purposes and for savings for future projects, should be realistic and approved by the Full Council.

The General Reserve is the difference between Earmarked Reserves and the total bank balances. The General Reserve is for general working capital requirements and should also include providing a buffer for contingency needs of approx 25-50% of the value of the Precept.

The Council aims to increase its General Reserve to 50% of the precept over the next five years from March 2019.

The General Reserve should be annually risk assessed and approved by the Council.

The Reserves Policy to be reviewed annually.

Next review November 2019

Earmarked Reserves	Purpose
Allotment Gate Key deposits	Deposits held by the Council for gate keys from allotment tenants. The deposit is reimbursed to the allotment holder when the gate key is returned when a tenancy is ended. Deposits for keys not returned are virod to the General Reserve.
Allotment Water Taps deposits	Deposits held by the Council for water tap keys from allotment tenants. The deposit is reimbursed to the allotment holder when the water tap key is returned when a tenancy is ended. Deposits for keys not returned are virod to the General Reserve.
Capital Projects Reserve	Major capital projects for improvements to include playing field, play park, car park, allotments, cemetery & street furniture.
CCTV Reserve	Improvements & upgrade to the CCTV system.
Cemetery Maintenance Reserve	Maintenance at Little Paxton Cemetery & St James Churchyard and for proposed cemetery extension.
CHS Group Donation	Donations for CHS Group.
Community Events	Community events
Community Infrastructure Levy (CIL)	Meaningful proportion receipts to support development of the Parish Council's area or any part of that area, by funding the provision, improvement, replacement, operation or maintenance of infrastructure or anything else that is concerned with addressing the demands that development places on an area.
Donations	S137 & non S137 donations.
Double locking gates deposit	Deposits from user groups for keys for the double locking gates in the village hall compound area.
Children's Activities	Funds for children's activities on open spaces.
Election Expenses Reserve	Expenses for Parish elections
Equipment Renewal Fund	To replace existing maintenance & office equipment and other minor items which are no longer fit for purpose.
Garage Replacement Reserve	All costs associated with the replacement of the Council's garages.
Garage Interior Reserve	All costs All costs associated with the replacement of the Council's garages including temporary storage and internal fittings.
Legal Fees	Legal costs associated with leases & land purchase.
Lighting Reserve	Contingency funds to replace damaged Parish Council's owned street lights. Also for purchase of new or replacement columns as agreed by the Council.
Maintenance Reserve	General maintenance .
Office Reserve	Office & General admin including solicitors fees (for any legal costs associated with leases and land purchase).
Parish Office Reserve	All costs associated with providing a new Parish Office.
Parish Paths Grant	Grant received from Cambridgeshire County Council for

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	maintenance of footpath No. 5
Paxfest	All costs associated with Paxfest & Fun Dog Show
Playground Replacement Reserve	Replacement of play ground equipment and safety surfacing.
Salaries Reserve	Salaries, additional groundsman hours.
S106 Funds (Community Instant a/c & Term Deposit)	Funds received from HDC for S106 agreements from developments in the village.
S106 Samuel Jones Crescent	Off Site contribution to be used for a Jubilee Garden.
Tesco Groundworks Grant	Grant for the Petanque installation
Training Reserve	Costs associated with training
Tree Maintenance Reserve	Tree maintenance & any urgent tree works required as a result of storm damage or vandalism.
Village Hall Reserve	Contingency funds for village hall repairs & improvements.