FAIR OAK & HORTON HEATH PARISH COUNCIL
2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL (023) 8069 2403
enquiries@fairoak-pc.gov.uk www.fairoak-pc.gov.uk
@fairoakandhortonheathparishcouncil fairoakandhortonheath

SUMMONS

Dear Member 16 January 2024

You are hereby summoned to attend a meeting of the FULL COUNCIL held on **Monday, 22 January 2024 at 6.00 pm** at the Parish Office, 2 Knowle Park Lane, Fair Oak.

Melanie Stephens

Melanie Stephens, Parish Clerk

PUBLIC PARTICIPATION: This meeting is open to members of the public. If you wish to speak at the meeting, you should submit a request by email to clerk@fairoak-pc.gov.uk by 4 pm on Friday, 19 January 2024.

AGENDA

APOLOGIES

1. DECLARATIONS OF INTEREST

To receive declarations of interests.

2. MINUTES OF MEETINGS (PAPER A, PAGES 3-10)

a) To approve the minutes of the Council meeting held on 18 December 2023 as a correct record, and

b) To note the planning delegated decisions of w/e 24 November, 8 December & 29 December 2023.

3. PLANNIING APPLICATION

To consider the following planning applications and submit comments to Eastleigh Borough Council: -

Application No: F/23/96631
Description: Construction of an internal distributor road and associated footways, cycleways, lighting, landscaping and SUDS basins, and diversion of Public Rights of Way footpaths FOHHF 701 and 702 as part of the One Horton Heath development (proposal constitutes EIA development).
Site: Land between Burnetts and Fir Tree Lane

Application No: PN/23/96630
Description: Prior Approval Notification for agricultural access from Pembers Farm Avenue (second application)
Site: Pembers Hill Farm, Mortimers Lane, Fair Oak, SO50 7EA

4. CHAIRMAN'S ANNOUNCEMENTS

5. CLERK'S UPDATE

6. FINANCE REPORT (REPORT B, PAGES 11-20)

To consider the report of the Finance Officer and approve the BACS payments.

7. COMMUNITY DEVELOPMENT ACTIVITIES (PRESENTATION)

To receive a presentation from the Community Development Officer on current activities.

8. WILDLIFE AUDIT ASSESSMENTS (REPORT C, PAGES 21-98)

To consider the findings of the HIOWWT audits undertaken at Tywnams Field and Community Orchard and agree next steps.

9. UPPER BARN COPSE PLAY AREA (REPORT D, PAGES 99-280)

To discuss the future level of provision.

10. FINANCIAL ADVICE TO LOCAL COMMUNITY (VERBAL REPORT)

To consider a request from a local, independent financial advisor on delivering free financial advice to the local community from the Council's premises and contributing to articles in the E-bulletin.

11. HCC FUTURE SERVICES CONSULTATION

To discuss the consultation and determine whether to issue a response within the consultation period (8 January to 31 March 2024). The consultation documents can be found via the following link: - www.hants.gov.uk/future-services-consultation

12. WORK PROGRAMME (REPORT E, PAGES 281-282)

To note the work programme and make any amendments as necessary.

13. MEETING DATES 2024-2025 (REPORT F, PAGE 283)

(1) To agree the meeting dates for 2024-2025; and

(2) To agree change in Council and Parish Assembly meeting date from 15 April 2024 to 22 April 2024.

To: Councillors
S Anderson
P Barrett
C Bird
S Broomfield
W Chivuchi
N Couldrey (Vice-Chair)
H Douglas (Chair)
K Forfar
T Higby
M Marsh
G Meech
D Scott
M Smith
G Stupple
B Tennent

Officers:
J Cahill (Finance Officer)
M Leadbitter-Allen (Deputy Clerk)
M Johnson (Operations Manager)
M Stephens (Clerk)

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Minutes of the Full Council Meeting

held on Monday 18 December 2023

at the Parish Office, 2 Knowle Park Lane, Fair Oak

P – present, Pt – part of the meeting, Ab – absent, Ap – apologies

P	Cllr Anderson	P	Cllr Couldrey	P	Cllr Meech
P	Cllr Barrett	P	Cllr Douglas	Ap	Cllr Scott
Ap	Cllr Bird	P	Cllr Forfar	P	Cllr Smith
Ap	Cllr Broomfield	Ap	Cllr Higby	P	Cllr Stupple
P	Cllr Chivuchi	Ap	Cllr Marsh	P	Cllr Tennent

Officers in attendance: Mel Stephens, Clerk, Jo Cahill, Finance Officer & Linda Greenslade, Admin Officer

Apologies: Cllrs Bird, Broomfield, Higby & Scott.

81 DECLARATIONS OF INTEREST

Cllrs Couldrey & Douglas in Minute Number 82(b).

Cllr Stupple in Minute Number 82(b) and 89.

82 MINUTES (PAPER A)

Cllr Couldrey declared a pecuniary interest as a Trustee of the Community Library. He did not participate in the discussion and did not vote.

Cllr Douglas declared a pecuniary interest as the wife of the Treasurer of the Squash Club. She did not participate in the discussion and did not vote.

Cllr Stupple declared a pecuniary interest as a Trustee of the Fountain Cafe. He did not participate in the discussion and did not vote.

RESOLVED:

(a) That the minutes of the Full Council meeting held on 20 November 2023, be signed by the Chairman as a correct record; and

(b) That the minutes of the Finance Committee meeting and recommendations therein,

held on 1 December 2023 be approved and signed by the Chairman as a correct record.

83 CHAIRMAN'S ANNOUNCEMENTS

The Chairman expressed her concerns on the value for money given by Youth Options for youth engagement and provision within the parish. She announced that EBC, along with both Bishopstoke and this parish would be taking part in a workshop in Jan/February to kick start a review of the youth provision in the area and the desired outcomes from the Youth Options contract. It was hoped that this would be facilitated by and independent facilitator.

A review of the fabric of the building was also currently taking place, so some immediate improvements would be seen shortly. In the meantime, the Clerk and the Chairman would attend the workshop and report back on any findings.

84 CLERKS UPDATE

The Clerk gave a presentation, attached at **Appendix 1** to these minutes.

85 BUDGET/PRECEPT 2024/25 (REPORT B)

The Council considered the budget and precept 2024/25 setting recommendations from the Budget Task & Finish Group and Finance Committee.

The precept requirement of £530,338 represented an increase of 6.2% from the previous year. This was a 13p per week or £6.84 per year increase for band D properties. Members supported the proposed budget of £645,438 for the 2024/25 financial year.

The Chairman requested that Officers investigate the level of fees of long-term lease holders at the Woodland Community Centre, as it was understood that rents had not been increased for some time.

Following discussion, it was: -

RESOLVED:

(a) That the budget requirement for expenditure of £645,438 for 2024/25 as set out in **Appendix 1** be approved;

(b) That the precept request of £530,338 for 2024/25 financial year, representing a 6.2% increase be approved;

(c) That the fees and charges set out in **Appendix 2** be approved;

(d) That the Report of the Budget Task & Finish Group as set out in **Appendix 3** be noted; and

(e) That the use of Ear Marked Reserves as set out in **Appendix 4** be approved.

Action: J Cahill/M Stephens

86 FINANCE REPORT (REPORT C)

The Council considered the finance report which highlighted the Council's latest budgetary position.

RESOLVED:

(a) That the contents of the report be noted; and

(b) That the BACs payments be approved.

Action: J Cahill

87 INTERNAL AUDIT REPORT & RECOMMENDATIONS (REPORT D)

The Council considered the interim report of the Internal Auditor and the proposed actions highlighted following the audit undertaken in November.

Members supported the proposed actions of Officers as set out in Appendix 2 to Report D, as such it was: -

RESOLVED:

(a) That the contents of the internal Auditors interim report be noted; and

(b) That the Council notes the internal audit action plan attached at Appendix 2 to Report D.

Action: J Cahill

88 SPLASHPAD REVIEW (REPORT E)

Members considered the performance of the new splashpad at New Century Park following its first summer season (2023). All agreed the facility had been a success.

Cllr Meech requested for it be noted that a review of operating times had been considered and no change was suggested by Officers.

The Council would review the parking facilities following a full year of splashpad and café opening as part of the 2025/26 budgeting.

RESOLVED:

That the contents of the report be noted.

Action: M Johnson

89 CAFÉ REPORT (REPORT F)

Cllr Stupple declared a pecuniary interest as a Trustee of the Fountain Cafe. He did not

participate in the discussion and did not vote.

The Council considered the appointment of a kitchen installer and hard landscape contractor as part of the Fountain Café Project.

As the budget for these individual elements of the project was less than £20k, the Clerk had sought three quotes for each element.

After discussing the individual quotes received; it was: -

RESOLVED:

(a) That the kitchen supply & installation be awarded to Catering Equipment Support at a cost of £18,179;

(b) That the hard landscaping works be awarded to Vision D & B ltd at a cost of £20,500; and

(c) That the Clerk be given delegated authority to instruct and oversee these projects.

Action: M Stephens

90 WORK PROGRAMME (REPORT G)

The Council considered the work programme and made minor amendments.

RESOLVED:

That the work programme be noted.

91 STAFFING UPDATE & STAFF SALARIES 2024/25 (REPORT H)

The Council considered the current staffing resource, roles, hours and salaries along with the proposed staffing resource and staff salaries for 2024/25 as part of the annual budget setting.

As part of the 2024/25 budget setting, the Budget Task & Finish Group, as well as the Finance Committee considered proposals to increase the Operations Team by appointing a full-time summer grounds operative as well as increasing the relief caretaking hours by 2 hours per week. Given the additional land and community infrastructure assets such as the splashpad, members on the Group/Committee supported this and was reflected in next year's budget setting.

Members also discussed and agreed the recommendations of the Finance Committee that the overall staff salary be increased by 2% for the 2024/25 financial year. The impact on individual salaries was shown in the confidential appendix circulated at the meeting. As recommended by the Internal Auditor, a signed copy of this would be attached to the hard copy minute book.

RESOLVED:

(a) That the current staffing position be noted;

(b) That a full time, summer grounds operative be appointed in April 2024 at £13.76 per hour;

(c) That the relief caretaker hours be increased by 2 hours per week commencing 2024/25; and

(d) That the staff salaries for 2024/25 as set out in Appendix 1 to Report H (confidential) be approved.

Action: M Stephens/J Cahill

Signed …… Chairman.

This was all the business and the meeting closed at 6.40 pm.

Appendix 1: Clerks Update Presentation

PLANNING APPLICATIONS

Applications to w/e 24 November 2023

Application No: H/23/96398
Address: Boxwood House, Winchester Road, Fair Oak, SO50 7HD
Description: Single storey rear extension
Comments: No objection
Planning Specialist Contact Details
Email: dorothy.hei-tung-hoh@eastleigh.gov.uk

Application No: F/23/96353
Address: CWM Aggregates 79 Mortimers Lane, Eastleigh, Eastleigh, SO50 7BT
Description: Extension to existing access.
Comments: No objection. The Council asked for clarification as to the siting of the crossing.
Planning Specialist Contact Details
Email: rachael.morris@eastleigh.gov.uk

Application No: H/23/96458
Address: 17 Brackley Avenue, Fair Oak, SO50 8FJ
Description: Part single storey side extension, part two storey side extension and alterations to existing fenestration.
Comments: No objection
Planning Specialist Contact Details
Email: claire.campbell-best@eastleigh.gov.uk

Application No: H/23/96115
Address: Kelso, Burnetts Lane, Horton Heath, SO50 7DG
Description: To replace dilapidated wooden fence at front of property with close board wooden fence and trellis (Retrospective Application)
Comments: No objection
Planning Specialist Contact Details
Email: dorothy.hei-tung-hoh@eastleigh.gov.uk

PLANNING APPLICATIONS

Applications to w/e 8 December 2023

Application No: T/23/96446
Address: Lapstone Playing Fields, Pavilion Close, Eastleigh, SO50 7PS
Description: 2no. Group of English Elm (A)G1 & (A)G2 - Fell to ground level, standing dead trees within striking distance of path & school grounds.
1no. English Oak (A5) - Section of flaking bark on NE side of stem at ground level, deadwood within crown. Remove major deadwood over 50mm and re-inspect in 6 months.
1no. English Oak (A6) - Evidence of fungal fruiting bracket at base of tree on SW side. Reduce by 2m and remove major deadwood over 50mm.
1no. English Oak (A7) - Deadwood within crown over footpath and split leader. Remove major deadwood over 50mm and remove split leader.
1no. Cherry Plum (A8) - Split at main union, Reduce split limb by 1/2m to reduce end weight.
1no. Group of 5 English Elm (A)G3 - Fell to ground level, dead trees within striking distance of footpath.
1no. Group of 2 English Elm (A)G4 - Fell to ground, overhanging neighbouring property.
Comments: No comment as on Parish Council land.
Planning Specialist Contact Details
Email: trees@eastleigh.gov.uk

Application No: F/23/96514
Address: Lakesmere House, Allington Lane, Fair Oak, SO50 7DB
Description: Provision of a new two storey Primary School building and removal of the existing northern timber teaching block building from the site and associated ancillary works including enlargement of the existing on-site parking courtyard
Comments: No objection
Planning Specialist Contact Details
Email: gary.osmond@eastleigh.gov.uk

Application No: T/23/96564
Address: 9 York Close, Horton Heath, SO50 7PX
Description: 1no. Ash (T1) - Pollard back to previous points.
Reason - To maintain the size of the tree within the constraints of the garden.
Comments: No objection, subject to the approval of the Arboriculturist.
Planning Specialist Contact Details
Email: trees@eastleigh.gov.uk

PLANNING APPLICATIONS

Applications to w/e 29 December 2023

Application No: H/23/96530
Address: 12 Parkway, Fair Oak, SO50 7GY
Description: Single storey rear extension replacing existing conservatory and raised patio.
Comments: No objection
Planning Specialist Contact Details
Email: alexandra.stone@eastleigh.gov.uk

Application No: T/23/96577
Address: 14 Newmarket Close, Horton Heath, SO50 7LJ
Description: 1no. Oak (T1) - Reduce and Reshape by up to 1metre to maintain tree to its surroundings.
1no. Poplar (T2)- Pollard to 6m to maintain tree to its surroundings and avoid limbs becoming too heavy to support themselves.
3no. Oak (T3,T4,T5) Oaks - Fell due to low amenity value to thin the group and accentuate the more mature specimens (suppressed).
1no. Oak (T6) - Fell (dead).
1no. Oak (T7) - Reduce south side by up to 2 metres to maintain tree to its surroundings.
Comment: No objection subject to the agreement of the Arboriculturist. We challenge the comment that any oak tree ever has a low amenity value.
Planning Specialist Contact Details
Email: trees@eastleigh.gov.uk

Application No: F/23/96539
Address: Littledean, Botley Road, Horton Heath, SO50 7DN
Description: Proposed erection of detached three-bedroomed bungalow, following removal of mobile home annex.
Comment: No objection
Planning Specialist Contact Details
Email: summer.sharpe@eastleigh.gov.uk

Application No: F/23/96527
Address: land between Allington Manor Farm, Roddington Forge & Chalcroft Farm, Allington Lane, West End, SO30 2HU
Description: Development of Solar Farm and Battery Storage with combined maximum grid export capacity of 27 MW, including solar panels, containerised battery storage, security fencing, CCTV cameras, internal access tracks, underground cabling, inverters, substations, grid connection, environmental enhancement measures and other ancillary development.
Comment: No objection. The Parish Council fully support the recommendations of the Ramblers Association.
Planning Specialist Contact Details
Email: dawn.errington@eastleigh.gov.uk

Application No: PN/23/96630
Address: Pembers Hill Farm, Mortimers Lane, Fair Oak, SO50 7EA
Description: Prior Notification for agricultural access from Pembers Farm Avenue
Please reply to the planning officer on the below email address.
Comments: Object. We appreciate that some concerns have been answered but the fundamental question of ensuring the safety of children, and other users of the park and its roads when farm traffic is using the estate road, have not. The equipment used for taking hay is large and dangerous and not appropriate for a new housing estate with young families.
Planning Specialist Contact Details
Email: dawn.errington@eastleigh.gov.uk

Application No: F/23/96639
Address: East Horton Golf Centre, Mortimers Lane, Fair Oak, SO50 7EA
Description: Construction of a new plant/ equipment store and workshop, and erection of segregated aggregate bays.
Comments: No objection
Planning Specialist Contact Details
Email: clare.martin@eastleigh.gov.uk

B

FULL COUNCIL – 22 JANUARY 2023

MONTHLY FINANCIAL REPORT

1. RECOMMENDATIONS

1.1 That the Council notes the contents of the report and approves the BACS payments as set out in Appendix 1.

2. FINANCE POSITION

2.1 The total cash held across all bank accounts as of 31st December is £433.877

3. TRANSACTIONS

3.1. The total receipts for December in the Council's current account totalled £89,488. Of this £80,000 related to a Cashbook transfer from the Premier account.

3.2. The total current account payments for December totalled £222,603.

3.3. Significant payments in December included the payment of £49,393 to Vison D&B for the Café construction.

4. BACS PAYMENTS

4.1. The total BACS invoice payments outstanding is £15,548.

5. FINANCIAL IMPLICATIONS

5.1. The Council must keep a regular review of the progress against all budget headings to ensure unnecessary overspending. The Council reviews its spending monthly via a report from the Responsible Finance Officer and undertakes detailed quarterly financial monitoring reports to the Finance Committee to scrutinise.

6. CLIMATE/CRIME & DISORDER IMPLICATIONS

6.1. None directly arising from this report.

7. EQUALITY & DIVERSITY IMPLICATIONS

7.1. None directly arising from this report.

8. CONCLUSION

8.1. As per the financial position reported, Council members should note the contents of the report and agree the BACs payments for signing as per the bank mandate.

FOR FURTHER INFORMATION CONTACT:

Name: Jo Cahill, Responsible Finance Officer

Email: finance@fairoak.gov.uk

Fair Oak & Horton Heath Parish Council

Bank - Cash and Investment Reconciliation as at 31 December 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

31/12/2023	Current Account	70,046.49	
31/12/2023	Premier Account	113,337.85	
31/12/2023	Public Sector Deposit Fund	261,734.31	
31/12/2023	Petty Cash	44.35	
			445,163.00

Unpresented Payments **1,286.40**

443,876.60

Receipts not on Bank Statement **0.00**

Closing Balance **443,876.60**

All Cash & Bank Accounts

1	Current Account	56,672.77
2	Premier Account	113,337.85
3	Public Sector Deposit Fund	261,734.31
4	Petty Cash	44.35
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	**431,789.28**

Fair Oak & Horton Heath Parish Council

Invoices Due for Payment by 31 January 2024

For Creditors **Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
	ACELIFTAWAY [ACE001]							
08/01/2024	102007		*allotment toilet*		08/01/2024	106.28		106.28
				Total of Invoices Due (ACE001)		**106.28**	**0.00**	**106.28**
	catering equipment Support [CATER]							
08/01/2024	429301		*Induction oven - cafe*		08/01/2024	4,976.40		4,976.40
				Total of Invoices Due (CATER)		**4,976.40**	**0.00**	**4,976.40**
	COMPLETE WEED CONTROL [COMPL]							
07/08/2023	8301		*Corntol of weeds/ grasses*		07/08/2023	494.54		494.54
				Total of Invoices Due (COMPL)		**494.54**	**0.00**	**494.54**
	EBC [EBC001]							
29/03/2023	0799		*key cut*		26/04/2023	84.00		84.00
08/01/2024	2921014		*dog bins emptying*		08/01/2024	32.06		32.06
				Total of Invoices Due (EBC001)		**116.06**	**0.00**	**116.06**
	FOCUS GREEN [FOCUS]							
01/09/2023	1155		*Building energy assessment -WO*		01/09/2023	1,794.00		1,794.00
				Total of Invoices Due (FOCUS)		**1,794.00**	**0.00**	**1,794.00**
	fOX'S CLEANING [FOX001]							
08/01/2024	25312		*window cleaning services*		08/01/2024	234.00		234.00
				Total of Invoices Due (FOX001)		**234.00**	**0.00**	**234.00**
	HOSTED							
08/09/2023	0533		*LCD moniter*		08/09/2023	149.99		149.99
08/09/2023	0538		*Port switch, Firewall*		08/09/2023	2,580.00		2,580.00
08/09/2023	0571		*block time agreement,BACK UP*		08/09/2023	348.60		348.60
08/01/2024	1155		*microsoft bak up,support , blo*		08/01/2024	432.60		432.60
				Total of Invoices Due (HOSTED)		**3,511.19**	**0.00**	**3,511.19**
	PLAY INSPECTION COMPANY [PLAY]							
08/01/2024	65885		*Timber testing of playareas*		08/01/2024	660.00		660.00
				Total of Invoices Due (PLAY)		**660.00**	**0.00**	**660.00**
	QIC systems [QIC]							
19/07/2023	5727		*mothly licence*		19/07/2023	1,100.52		1,100.52

Fair Oak & Horton Heath Parish Council

Invoices Due for Payment by 31 January 2024

For Creditors **Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
				Total of Invoices Due (QIC)		**1,100.52**	**0.00**	**1,100.52**
	Travis perkins	**[TRAV]**						
08/01/2024	071		*Alloy tower - xmas lights*		08/01/2024	427.98		427.98
08/01/2024	103		*security fence panel - Cafe si*		08/01/2024	437.21		437.21
08/01/2024	119		*security fence panel - Cafe si*		08/01/2024	159.24		159.24
08/01/2024	140		*security fence panel - Cafe si*		08/01/2024	576.84		576.84
				Total of Invoices Due (TRAV)		**1,601.27**	**0.00**	**1,601.27**
	WildFlower Turf	**[WILDFLOWER]**						
12/04/2023	15766		*Turf*		12/04/2023	547.20		547.20
				Total of Invoices Due (WILDFLOWER)		**547.20**	**0.00**	**547.20**
				Total of Invoices Due (Creditors)		**15,141.46**	**0.00**	**15,141.46**
				TOTAL OF INVOICES DUE (ALL LEDGERS)		**15,141.46**	**0.00**	**15,141.46**

Receipts for Month 9 — **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	**201,874.73**					**201,874.73**	
	Banked: **05/12/2023**	**1,274.00**						
	Funeral Partners	1,274.00			1520	510	1,274.00	Burial
	Banked: **05/12/2023**	**63.00**						
	wyvern College	63.00			1200	250	63.00	Hire
	Banked: **06/12/2023**	**60.00**						
	Mrs W	60.00			1200	250	60.00	Hall Hire
	Banked: **11/12/2023**	**3,848.00**						
trans	Premier Account	3,848.00			210		3,848.00	Correction - to current accoun
	Banked: **11/12/2023**	**70.00**						
	Sales Recpts Page 501	70.00	70.00		100			Sales Recpts Page 501
	Banked: **11/12/2023**	**490.00**						
	Sales Recpts Page 502	490.00	490.00		100			Sales Recpts Page 502
	Banked: **11/12/2023**	**70.00**						
	Sales Recpts Page 503	70.00	70.00		100			Sales Recpts Page 503
	Banked: **11/12/2023**	**63.00**						
	Sales Recpts Page 504	63.00	63.00		100			Sales Recpts Page 504
	Banked: **11/12/2023**	**31.50**						
	Sales Recpts Page 505	31.50	31.50		100			Sales Recpts Page 505
	Banked: **11/12/2023**	**31.50**						
	Sales Recpts Page 506	31.50	31.50		100			Sales Recpts Page 506
	Banked: **11/12/2023**	**91.50**						
	Sales Recpts Page 507	91.50	91.50		100			Sales Recpts Page 507
	Banked: **11/12/2023**	**31.50**						
	Sales Recpts Page 508	31.50	31.50		100			Sales Recpts Page 508
	Banked: **11/12/2023**	**31.50**						
	Sales Recpts Page 509	31.50	31.50		100			Sales Recpts Page 509
	Banked: **11/12/2023**	**70.00**						
	Sales Recpts Page 510	70.00	70.00		100			Sales Recpts Page 510
	Banked: **11/12/2023**	**94.50**						
	Sales Recpts Page 511	94.50	94.50		100			Sales Recpts Page 511
	Banked: **11/12/2023**	**63.00**						
	Sales Recpts Page 512	63.00	63.00		100			Sales Recpts Page 512
	Banked: **11/12/2023**	**63.00**						
	Sales Recpts Page 513	63.00	63.00		100			Sales Recpts Page 513
	Banked: **11/12/2023**	**63.00**						
	Sales Recpts Page 514	63.00	63.00		100			Sales Recpts Page 514

Continued on Page 2

Receipts for Month 9 **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: **15/12/2023**	**326.98**						
	Mrs S	326.98			1530	510	326.98	Memorial
	Banked: **15/12/2023**	**585.00**						
	Mrs C	585.00			1520	510	585.00	Burial
	Banked: **15/12/2023**	**-111.71**						
	Memorial	-111.71			1530	510	-111.71	Memorial
	Banked: **16/12/2023**	**1,017.00**						
	Sales Recpts Page 515	1,017.00	1,017.00		100			Sales Recpts Page 515
	Banked: **18/12/2023**	**120.00**						
	Mrs C	120.00			1200	250	120.00	Hall hIRE
	Banked: **19/12/2023**	**80,000.00**						
trans	Premier Account	80,000.00			210		80,000.00	Current account top up
	Banked: **19/12/2023**	**33.00**						
	Sales Recpts Page 516	33.00	33.00		100			Sales Recpts Page 516
	Banked: **21/12/2023**	**424.00**						
	dignity funerals	424.00			1520	510	424.00	burial
	Banked: **28/12/2023**	**42.10**						
	tennis	42.10			1550	100	42.10	tennis
	Banked: **29/12/2023**	**157.50**						
	Sales Recpts Page 517	157.50	157.50		100			Sales Recpts Page 517
	Banked: **29/12/2023**	**31.50**						
	Sales Recpts Page 518	31.50	31.50		100			Sales Recpts Page 518
	Banked: **29/12/2023**	**31.50**						
	Sales Recpts Page 519	31.50	31.50		100			Sales Recpts Page 519
	Banked: **29/12/2023**	**63.00**						
	Sales Recpts Page 520	63.00	63.00		100			Sales Recpts Page 520
	Banked: **29/12/2023**	**94.50**						
	Sales Recpts Page 521	94.50	94.50		100			Sales Recpts Page 521
	Banked: **29/12/2023**	**31.50**						
	Sales Recpts Page 522	31.50	31.50		100			Sales Recpts Page 522
	Banked: **29/12/2023**	**70.00**						
	Sales Recpts Page 523	70.00	70.00		100			Sales Recpts Page 523
	Banked: **29/12/2023**	**31.50**						
	Sales Recpts Page 524	31.50	31.50		100			Sales Recpts Page 524
	Banked: **29/12/2023**	**31.50**						
	Sales Recpts Page 525	31.50	31.50		100			Sales Recpts Page 525

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Receipts for Month 9 **Nominal Ledger Analysis**

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: **31/12/2023**	**0.30**						
	correction		0.30		1200	230	0.30	correction
	Total Receipts for Month	89,488.17	2,856.50	0.00			86,631.67	
	Cashbook Totals	291,362.90	2,856.50	0.00			288,506.40	

Continued on Page 4

Payments for Month 9 **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
1/12/2023	screwfix	DD	251.63		41.94	4540	290	209.69	Materials
1/12/2023	H3G	DD	21.95		3.66	5006	900	18.29	Mobile Phone
						316	0	-18.29	Mobile Phone
						6000	900	18.29	Mobile Phone
1/12/2023	Shergolds	VISA	205.97		34.33	4595	400	171.64	Shrubs and Plants
1/12/2023	amazon	VISA	25.99			4540	290	25.99	Materials
1/12/2023	In excess	VISA	28.89		4.82	4540	290	24.07	Materials
4/12/2023	bt	DD	11.46		1.91	4120	110	9.55	tel and broadband
4/12/2023	BT	DD	11.46		1.91	4120	240	9.55	tel and broadband
4/12/2023	Paul freeman	BILL	864.00		144.00	4837	550	720.00	Treework HH
7/12/2023	allstar	DD	291.75		48.62	4305	210	243.13	Fuel
7/12/2023	In excess	VISA	107.30		17.88	4540	290	89.42	Materials
7/12/2023	amazon	VISA	13.20			4540	290	13.20	materials
8/12/2023	Peninsula	DD	23.11		3.85	4030	110	19.26	Employee EAP
8/12/2023	Premier Account	Trans	100,000.00			210		100,000.00	Current act trans to Premie
8/12/2023	payroll	BILL	1,695.67			4000	110	1,695.67	Payrolll
8/12/2023	The lapstone	VISA	40.00			4100	110	40.00	Refreshments for Orchard
1/12/2023	PPL	BILL	186.05		31.01	4425	230	155.04	Music licence
1/12/2023	Mrs W	BILL	127.00			4875	600	127.00	library tapestry
2/12/2023	Octopus energy	DD	447.60		74.60	4405	150	373.00	Electricty
3/12/2023	o2	DD	21.71		3.62	4125	110	18.09	Mobile Phones
4/12/2023	overline	DD	99.40		16.57	4120	230	82.83	tel and broadband
4/12/2023	ATS	VISA	125.00		20.83	4315	210	104.17	izuz Wheel balance
5/12/2023	sage payroll	DD	34.80		5.80	4132	110	29.00	sage payroll
5/12/2023	British Gas	DD	85.68		14.28	4400	150	71.40	Gas
5/12/2023	payroll	BILL	19,573.63			4000	110	19,573.63	payroll
5/12/2023	payroll	BILL	2,167.05			4000	110	2,167.05	payroll
5/12/2023	payroll	BILL	-1,695.67			4000	110	-1,695.67	duplicated entry
8/12/2023	bt group	DD	52.54		8.76	4120	240	43.78	tel and broadband
8/12/2023	Peninsula	DD	423.22		70.54	4070	110	352.68	Employer services
8/12/2023	Canva	DD	23.59			4132	110	23.59	Canva
9/12/2023	Hants pensions	BILL	7,843.95			4010	110	7,843.95	Pension
9/12/2023	HMRC	BILL	6,290.16			4000	110	6,290.16	paye
9/12/2023	Staff Claim	BILL	23.85			5006	900	23.85	Milage allowance
						316	0	-23.85	Milage allowance
						6000	900	23.85	Milage allowance
9/12/2023	CEDERPEST	3629	228.00	228.00		500			pest control & prevention
9/12/2023	DO THE NUMBERS	3630	350.00	350.00		500			Internal audit
9/12/2023	FIRECARE &SECURITY	3631	429.60	429.60		500			fire detection and alarm
9/12/2023	MALCOLM MACNEISH	3632	100.00	100.00		500			Check out & test xmas ligh
9/12/2023	SMART MARKETING	3633	78.00	78.00		500			Marketting support
9/12/2023	SOURCE SUPPLIES	3634	6.72	6.72		500			Cleaning supplies
9/12/2023	ARCO	7025	129.92	129.92		500			Clothing
9/12/2023	FIRECARE &SECURITY	21957	868.20	868.20		500			Maintenance fire extinguisher
9/12/2023	ACELIFTAWAY	99679	1,456.27	1,456.27		500			splashpad toilets
9/12/2023	APPLETON SIGNS	99680	40.72	40.72		500			Banner
9/12/2023	CARTERS OF SWANWICK	99681	1,371.61	1,371.61		500			Machinery repairs
9/12/2023	EBC	99682	40.08	40.08		500			Dog Bins

Continued on Page 5

Payments for Month 9 **Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
9/12/2023	FIRECARE &SECURITY	99683	288.00	288.00		500			fire equip maint
9/12/2023	Travis perkins	99684	129.25	129.25		500			Cable avoidance tool hire
9/12/2023	WildFlower Turf	99685	1,286.40	1,286.40		500			enriched turf
9/12/2023	wildwood machinery	99686	85.80	85.80		500			Labour - Kabuta Repair
9/12/2023	ACELIFTAWAY	101468	102.85	102.85		500			allotment toilets
9/12/2023	CELCIUS	101469	584.61	584.61		500			air conditioning repairs
9/12/2023	EBC	101470	968.80	968.80		500			Refuse collection
9/12/2023	PAUL FREEMAN TREE SERVICES	101471	660.00	660.00		500			Treework oak walk
9/12/2023	SMART PLATFORM	101472	1,662.00	1,662.00		500			Cherry picker hire - Xmas ligh
9/12/2023	Celcuis	BILL	39.40		6.57	4425	150	32.83	Air conditioning repairs
9/12/2023	ARCADIAN ecology and consultin	10221	559.92	559.92		500			Biodiversity action plan
9/12/2023	CWM AGGREGATES	10222	118.80	118.80		500			Gravel scalpings
9/12/2023	eastleigh services	10223	150.00	150.00		500			Valaint boiler
9/12/2023	FIRECARE &SECURITY	10224	126.00	126.00		500			emergency Lighting repair
9/12/2023	HOSTED	10225	432.60	432.60		500			backup, blocktime agreement
9/12/2023	NOMIX ENVIRO LTD	10226	2,265.00	2,265.00		500			Side arm Flail training
9/12/2023	PROTEK	10227	1,062.00	1,062.00		500			supply and install module fire
9/12/2023	SMART MARKETING	10228	78.00	78.00		500			marketing Support
9/12/2023	Travis perkins	10229	534.83	534.83		500			security fence - Cafe
9/12/2023	VISION DB	10230	49,392.52	49,392.52		500			Cafe Construction
9/12/2023	Fire Oak Village Hall	BILL	700.00			4850	600	700.00	Community Grant
9/12/2023	Fair Oak squash club	BILL	350.00			4850	600	350.00	Community Grant
9/12/2023	Fair Oak library	BILL	600.00			4850	600	600.00	Community Grant
9/12/2023	Fair oak infant school	BILL	900.00			4850	600	900.00	Community Grant
9/12/2023	victim support	BILL	100.00			4850	600	100.00	Community Grant
9/12/2023	st thomas church	BILL	500.00			4850	600	500.00	Community Grant
9/12/2023	asda	VISA	7.61			4100	110	7.61	Full council referhments
0/12/2023	scottish water	DD	81.17			4410	150	81.17	water -PO
1/12/2023	HSBC	CHG	5.80			4095	110	5.80	Bank charges
2/12/2023	Fair Oak CC	BILL	500.00			4850	600	500.00	Community Grant
2/12/2023	Gallagher	BILL	975.37			4320	210	975.37	Vehicle insurance
2/12/2023	Premier Account	trans	11,313.71			210		11,313.71	to correct cashbook
2/12/2023	Garden masterclass	VISA	200.00		33.33	5006	900	166.67	CDO training
						317	0	-166.67	CDO training
						6000	900	166.67	CDO training
2/12/2023	Hunt forest Group	VISA	132.37		22.06	4315	210	110.31	van maintenace
7/12/2023	sse energy	DD	620.22		103.37	4405	230	516.85	electricity woodlands
8/12/2023	vodafone	DD	68.64		11.44	4133	110	57.20	gigicube
9/12/2023	BNP paribas	DD	203.94		33.99	4120	110	169.95	tel handset rental
9/12/2023	British Gas	DD	192.90		32.15	4400	150	160.75	gas -PO
9/12/2023	Agilico	DD	103.24		17.21	4085	110	86.03	printer consumables

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Total Payments for Month	222,602.81	65,586.50	809.05	156,207.26
Balance Carried Fwd	68,760.09			
Cashbook Totals	291,362.90	65,586.50	809.05	224,967.35

FULL COUNCIL – 22 JANUARY 2024

TWYNAMS FIELD AND COMMUNITY ORCHARD BIODIVERSITY APPRAISAL REPORT

1. RECOMMENDATIONS

1.1 That the Council:

(a) Notes the contents of the report highlighting the ecologist findings as set out in **Appendix 1**;

(b) Approves the action and maintenance plans for both sites as set out in **Appendix 2**;

(c) Agrees the commencement of a scoping exercise for a pond redesign at Knowle Park and possible pond creation at Lapstone Farm; and

(d) Delegates authority to the Clerk, in consultation with the Chairman and Cllr Marsh as Chairman of the Climate Change Task & Finish Group, to oversee the implementation of these plans with regular reports back to the Council on progress.

2. INTRODUCTION

2.1 This report provides a summary of the actions undertaken by Officers following receipt of the ecological appraisal undertaken by Hampshire & Isle of Wight Wildlife Trust in Summer 2023. It also recommends the implementation of action and maintenance plans for each site as well as proposing a separate scoping exercise for a pond redesign at Knowle Park and pond/wetland habitat creation at Lapstone Farm.

3. BACKGROUND

3.1 In 2019 the Council, developed and agreed a Climate Change Action Plan with the aim of reducing carbon emissions and enhancing biodiversity across the parish. Delivery of the action plan has been positive with the plan adapting and evolving over the years to include new priorities and projects. The Environment Act 2021 has come into force since the adoption of the plan. This has placed further duties above that of the Natural Environment and Rural Communities Act 2006 whereby local authorities must consider what they can do to conserve and enhance biodiversity. This has instigated the Council to place greater priority on nature recovery projects.

3.2 As part of the Climate Change Action Plan delivery, with Council approval, environmental enhancement projects were initiated for Twynams Field and Lapstone Farm/Community Orchard in 2023.

3.3 Progress on these sites during 2023 included: -

- Lapstone Farm – New signage (Jan 24)
- Twynams Field – tree planting (Jan 23 & Oct 23), bug hotel installation (June 23), pond creation and planting (June & August 23).

3.4 Whilst Twynams Field had been assessed by an Ecologist from Eastleigh Borough Council in 2021, the Clerk felt that a detailed ecology audit was essential to ensure that baseline data was captured to measure positive improvements on both sites and for clearer guidance from specialists on priority works and future maintenance.

3.5 Hampshire & Isle of Wight Wildlife Trust under instruction from the Clerk, undertook an ecological appraisal in July 2023. The final biodiversity management plan was submitted to the Council in September 2023 and is attached at **Appendix 1**.

3.6 The main objectives of the survey, in context of the wider nature recovery projects for these sites are: -

- To manage and improve woodland habitat;
- Maintain and increase the ecological value of the grassland habitats;
- Establish and maintain a freshwater habitat;
- Create an aesthetically pleasing wildlife rich landscape for visitors to enjoy and encourage recreational use and community engagement/education; and
- Comply with health and safety requirements and all other statutes.

4. SUMMARY OF FINDINGS

4.1 The survey consisted of background data research for protected and notable species as well as a walkover site survey (for both sites). Results of the data survey showed that Great Crested Newts had been recorded 350m northwest of Lapstone Farm. The walkabout recorded Green Finch and Song Thrush which are red and amber on the birds of conservation concern.

4.2 Specific observations per site include: -

- Lapstone Farm – 5.5-hectare site consisting of broad-leaved deciduous woodland dominated by oak and hazel. The field layer having sparse scattering of herbaceous species and grasses. Most of the forest floor was restricted of sunlight and had sparse ground vegetation. Meadow adjacent to the broad-leaved woodland encompasses the community orchard.
- Twynams Field – 1.45-hectare site consisting of semi-improved grassland, with a downward slope from east to west. Dominating grasses include creeping bent and false oat grass and meadow barley. The entrance field hosts soft rush, hard rush and willow.

4.3 The survey deemed that both sites “overall hold moderate ecological importance as a result of a good variety of habitats” and have the potential to have greater value through habitat enhancement and improvement management/maintenance regimes. Improvements could support the following species: -

- Retiles
- Amphibians
- Badgers
- Dormice
- Bats
- Small mammals
- Birds
- Invertebrate groups

4.4 The headline recommendations from the ecologists included: -

- Engagement with local community to prevent antisocial behaviour
- Raise public awareness of the importance of nature conservation
- Signage and health and safety signs to the ponds
- Grass cutting to keep open grassland
- Monitoring of trees
- Monitoring of biodiversity
- Creation of freshwater habitat (Lapstone Farm)

4.5 Ecologists set out a table of recommendations (page 14 of the report) giving approximately 24 actions for the Council to consider of varying priority scale.

4.6 High priority actions include: - thinning out/opening woodland (LF), coppicing of hazel (LF), enhancing grassland by reducing mowing frequency (LF), freshwater habitat creation with freshwater plants (LF), provision of bins (both sites), health and safety signage (both sites).

4.7 Medium priority actions include: - control of scrub with cuttings removed (both sites) and improved path maintenance (both sites)

4.8 Low priority actions include: - deploy dormice boxes (both sites), retention of deadwood (LF), erection of bird boxes (both sites), creation of log piles (both sites), compost heaps (both sites), provision of invertebrate houses (both sites), wildflowers & bulbs in grasslands (both sites), create a dead hedge around ponds (both sites), group biodiversity surveys/bio blitzing, and resident recording (both sites), information exchanges with public & signage (both sites) and webpage creation (both sites) as well as establishing friends of groups (both sites).

4.9 An annual and long-term work plan and pond creation was provided and attached as appendices to ecologists' report. These have been passed to the Operations Manager for implementation in the annual maintenance schedule.

5. ACTIONS RESULTING FROM APPRAISAL

5.1 The Clerk, Operations Manager, Community Development Officer, and Grounds Operative (Kirsty Evans) set up an officer working group to discuss the findings, actions undertaken so far, and priority actions moving forward.

5.2 High and medium priority actions listed above (with exception of pond creation) will be added to the operational annual maintenance schedule for the 2024/25 cycle. This is set out in **Appendix 2**.

5.3 In addressing most (if not all) of the low priority actions listed above, the Community Development Officer has generated a series of community activity and awareness days for both sites commencing January 2024. However, the Council needs confirmation from an orchard specialist on the suitability of the continued use of the current site as an orchard before activity days can commence. The Community Development Officer will update the Council on this in due course following receipt of specialist advice.

5.4 One of the high priority recommendations from the ecologist is the creation of wetland habitat at Lapstone Farm to increase biodiversity on this site. Separate to this, officers suggest that the Council also look to redesign the pond site at Knowle Park with the two pond creations forming a separate stand-alone project, as this is likely to require significant funding from the 2025/26 budget.

6. FINANCIAL IMPLICATIONS

6.1 Most, if not all the recommendations with the ecologist report (with the exception of the pond(s), can be met within the following agreed/existing budgets: -

Twynhams EMR - £225.05, Community Orchard (24/25) £1,000, Community Development Project EMR £66,483.

7. CRIME & DISORDER IMPLICATIONS

7.1 Any potential (low level) antisocial behaviour could be mitigated by clear signage, regular site checks and the creation of a ‘friends of group’ which could help to self-regulate the site.

8. EQUALITY & DIVERSITY IMPLICATIONS

8.1 Both sites are open to all members of the public, regardless of their special characteristic.

9. CONCLUSION

9.1 The Council has made good progress on the Twynam Fields site, however further work is needed at Lapstone Farm/Community Orchard and the development of more suitable wetland habitat at Lapstone Farm and Knowle Park. Given this, the Council

will need to fully embed management practices which support biodiversity at these sites and across the parish. These will sit alongside/support the Climate Change Action Plan to ensuring the natural environment is allowed to flourish.

9.2 Continuous development including ongoing training of the employees, particularly those working in the Operations Team, providing interpretation boards and community activity days with focus on education/raising awareness will be key to maximise success. The proposed actions set out in Appendix 2, will ensure that the work already undertaken and planned projects/next steps, will meet the enhanced duties from the Environment Act 2021.

FOR FURTHER INFORMATION:

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Email: clerk@fairoak.gov.uk

OR

Siobhan Strand, Community Development Officer
Email: siobhan.strand@fairoak-pc.gov.uk

BACKGROUND PAPERS:

Twynams Project Proposal
Community Orchard Presentation

Biodiversity Management Plan

Lapstone Farm and Twynams Field

Shannon Rae

September 2023

Acknowledgements

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Front Cover: Lapstone Farm meadow and woodland by Matt Tennent

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Technical Reviewer	*Sarah Jackson*	*18.09.2023*
Approver	*Sarah Jackson*	*18.09.2023*

Executive Summary

Arcadian Ecology & Consulting Ltd (Arcadian Ecology) were commissioned by Fair Oak and Horton Heath Parish Council to undertake a Preliminary Ecological Appraisal (PEA) of Lapstone Farm and Twynam's Field and produce a Biodiversity Management Plan.

Lapstone Farm is a 5.5 hectare site that hosts a variety of habitats as well as the Lapstone community orchard, with established fruit trees including apple, pear and damson plum. The site has public access, and a pathway that joins all connecting meadows, as well as surrounding areas. This area is used by dog walkers and joggers and to access the surrounding residential and recreational areas.

Twynams Field is a 1.45 hectare field with areas of grassland and scrub. The town of Fair Oak is located to the immediate south and east and bounding the site to the north is a small area of grassland with scattered tree/scrub. Knowle Park is adjacent to the east and south-east of the site and is managed for recreational purposes.

A Phase 1 Habitat survey of the site, conducted on 17th July 2023, identified the key habitat types on both sites as broad-leaved woodland, scrub, amenity grassland and semi-improved grassland as well as a community fruit tree orchard onsite.

Greenfinch and song thrush were both recorded during the survey. The site has potential to support common reptile species, amphibians, badgers, dormice, roosting, foraging and commuting bats, small mammals, birds and many invertebrate groups.

Based on the results of the PEA survey, the site is considered to be of moderate ecological value in its current state but has the potential to be of greater value through habitat enhancement and management measures. Suitable objectives and actions have been developed that will enhance the biodiversity interest of Lapstone Farm and Twynams Field. While some management techniques are being implemented, further recommendations are aimed at maintaining and increasing the biodiversity of the site with long-term goals in mind.

The main objectives for the site are:

- To manage and improve woodland habitat;
- Maintain and increase the ecological value of the grassland habitats;
- Establish and maintain a freshwater habitat;
- Create an aesthetically pleasing wildlife rich landscape for visitors to enjoy and encourage recreational use and community engagement; and
- Comply with health and safety requirements and all other statutes.

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2. INTRODUCTION

2.1. Background

Arcadian Ecology & Consulting Ltd (Arcadian Ecology) were commissioned by Fair Oak and Horton Heath Parish Council to undertake a Preliminary Ecological Appraisal (PEA) of Lapstone Farm and Twynams Field and produce a Biodiversity Management Plan.

2.2. Site Description

Lapstone Farm (SU 49578 17538) and Twynams Field (SU 49776 18076) are located between the town of Fair Oak and the village of Horton Heath. Twynams field is located 570m northeast of Lapstone Farm and they are both 4.27km west of the larger town of Eastleigh. The overall habitats in the wider vicinity consist of arable and agricultural land as well as small areas of woodland.

Lapstone Farm is a 5.5 hectare site that hosts a variety of habitats, including grassland, woodland and scrub. Lapstone Farm has public access and a pathway links all site sections, starting from the eastern entrance on Botley Road extending to the woodland area in the western part of the site. The pathway links other public footpaths that the public use to access the surrounding residential and recreational areas. The Lapstone playing fields and tennis courts are situated immediately north, the village of Horton Heath is immediately south. To the west, the landscape is dominated by agricultural land with connecting areas of woodland and small ponds.

Twynams Field is a 1.45 hectare field with areas of grassland and scrub. An insect hotel has been placed near the entrance. To the immediate south and east is the town of Fair Oak and bounding the site to the north is a small area of grassland with scattered tree/scrub. Knowle Park is adjacent to the east and south-east of the site and is managed for recreational purposes, though does provide habitat corridors through woodland edge.

2.3. Remit and Scope of the Report

This report provides an assessment of the current ecological status of Lapstone Farm and Twynams Field and makes recommendations on how to improve the habitats on site to increase biodiversity long term through a Biodiversity Management Plan.

3. BIODIVERSITY AND LEGISLATION

There has been a notable increase in people's engagement with the environment, recognising the immense pressure that the environment is under and the need to act before it is too late.

The State of Nature report 2013 identifies the biodiversity losses the UK has suffered, with over 60% of species having declined in the last 50 years (Burns *et al.,* 2013). The latest State of Nature report, published in 2019, further highlights the declines in abundance with 13% of the 696 terrestrial and freshwater species within the indicator showing a significant decline since 1970, and 6% over the last 10 years; with more species having decreased (41%) than increased (26%) within the indicator since 1970, and 44% decreased and 36% increased in the last 10 years. Species distribution also decreased, by an average of 5% since 1970, and is 2% lower than in 2005 (Hayhow *et al.* 2019).

The Aichi Biodiversity Targets were agreed by 196 countries under the Convention on Biological Diversity in 2010. In March 2019, the Joint Nature Conservation Committee (JNCC) on behalf of Defra, assessed the UK's performance and found that the UK had failed to meet 14 of the 19 targets assessed (House of Commons Environmental Audit Committee, 2021).

It reported that the status of habitats and species has deteriorated and there has been a continued increase in the prevalence of invasive species, as well as a continued deterioration in the fish size classes in the North Sea and in the status of pollinating insects. There has also been a shortfall in the funding for biodiversity by government of 29% from £641 million to £456 million between 2012/13 and 2017/18 (House of Commons Environmental Audit Committee, 2021).

In 2019, the Chartered Institute of Ecologists and Environmental Managers (CIEEM) declared a climate emergency and biodiversity crisis. This was a call to action for CIEEM members, governments and society to reduce greenhouse gas emissions through nature-based solutions, as the restoration of biodiversity can potentially mitigate the effects of climate change, such as carbon sequestration by peat bogs (CIEEM, 2019). Eastleigh Borough Council declared a climate emergency in July 2019 and have set a target to become carbon neutral by 2025 themselves, as well as supporting local organisations with a 2030 goal (EBC, 2023).

Action is being taken at many levels, through government legislation and policy, to more local initiatives such as the Hampshire & Isle of Wight Wildlife Trust's Wilder 2030 strategy, an overview of some of these are detailed below.

3.1. Environment Act 2021

The Environment Act makes provision about targets, plans and policies:

- for improving the natural environment;
- for statements and reports about environmental protection;
- for the office for Environmental Protection;
- about waste and resource efficiency;
- about air quality;
- for the recall of products that fail to meet environmental standards;
- about water;
- about nature and biodiversity;
- for conservation covenants;
- about the regulation of chemicals; and
- for connected purposes.

It will be key for the delivery of the government's 25 Year Environment Plan and tackling the environmental and climate crises. It will set long-term and legally binding environmental targets (GOV.UK, 2020a).

3.1.1. 25 Year Environmental Plan

The environment plan sets out goals for improving the environment within a generation, through improvement of air and water quality, and protection of plants, trees and wildlife (GOV.UK, 2019).

Key areas of the plan are (including some, but not all, of the actions identified for achieving the goals):

- **Clean air** – including the reduction of emissions from five damaging air pollutants; and stopping the sale of conventional petrol and diesel cars and vans by 2040.
- **Clean and plentiful water** – including a reduction in damaging abstraction from rivers and groundwater; reduction in water leakage; and minimising harmful bacteria in designated bathing waters.
- **Thriving plants and wildlife** – including the reverse of loss of marine biodiversity; increase in proportion of protected marine sites; restoring 75% of terrestrial and freshwater protected sites to favourable condition; creating or restoring 500,000 hectares of wildlife-rich habitat outside the protected sites network; increasing woodland in England.
- **Reducing the risks of harm from environmental hazards** – including making sure everyone has access to information to assess risk to lives and livelihoods from flooding and coastal erosion; and ensuring decisions on land, including development, reflect current and future flood risk.
- **Using resources from nature more sustainably and efficiently** – including maximising the value and benefits we get from resources; improving our approach to soil management; ensuring fish stocks are recovered and maintained at levels that can produce maximum sustainable yield; and ensuring that food is produced sustainably and profitably.
- **Enhancing beauty, heritage and engagement with the natural environment** – including the safeguarding and enhancement of the beauty of our natural scenery; ensuring there are high quality, accessible, natural spaces close to where people live and work; and increasing action to improve the environment from all sectors of society.
- **Mitigating and adapting to climate change** – including the continued cutting of greenhouse gas emissions.
- **Minimising waste** – including working towards zero avoidable waste by 2050; eliminating avoidable plastic waste by 2042; and significantly reducing marine plastic pollution.
- **Managing exposure to chemicals**
- **Enhancing biosecurity** – including the management and reduction of the impact of existing plant and animal diseases, lowering the risk of new ones and tackling invasive, non-native species; and ensuring strong biosecurity protection at our borders.

3.1.2. Nature Recovery Network

The Nature Recovery Network (NRN) is part of the 25 Year Environment Plan. The NRN will be a national network of wildlife-rich places to increase and restore nature, with Defra and Natural England leading to bring together partners, legislation and funding to create the network which will restore and enhance England's wildlife-rich places (GOV.UK, 2020b).

3.1.3. Biodiversity Net Gain

A biodiversity metric has been created to use habitats to assess the wildlife value of an area. Biodiversity Net Gain is included in the new Environment Act, making it a mandatory condition for planning permission. The target for net gain can vary across the country/planning authorities, but a 10% biodiversity net gain is most widely adopted (GOV.UK, 2021).

3.2. Pledges and Initiatives

3.2.1. 30x30

The 30x30 commitment aims to protect 30% of land and sea around the world by 2030. It is a pledge by political leaders from 64 countries to reverse biodiversity loss. The UK government announced at the same time their commitment to protect 30% of the UK's land for biodiversity by 2030 (GOV.UK, 2020c).

The Wildlife Trusts are also running a fundraising appeal '30 by 30' to generate funds to start the process of nature's recovery across 30% of land and sea by 2030 (The Wildlife Trusts, 2021).

3.2.2. Wilder 2030

Wilder 2030 is Hampshire & Isle of Wight Wildlife Trust's 10-year strategy to create a much wilder Hampshire and Isle of Wight, with nature's recovery at the forefront of tackling the climate crisis; restoration of broken ecosystems and the return of missing wildlife; and people to benefit from a

healthy natural environment (Hampshire & Isle of Wight Wildlife Trust, 2019). This will be achieved through two key programmes:

- **Team Wilder:** more people on nature's side – 1 in 4 people connecting with wildlife and taking action for nature's recovery.
- **Wilder Land & Sea:** more space for nature to thrive – at least a third of land and sea to be wilder and where wildlife is recovering; pressure on nature reduced everywhere else; and nature recovering, ecosystems restored and wildlife returning.

3.2.3. Rewilding

Rewilding is the large-scale restoration of ecosystems, allowing nature to take back control and natural processes to prevail. It is a minimal intervention approach which allows the landscape to evolve and return to a more natural state. It allows ecosystems to provide natural functions for the benefit of people (ecosystem services) such as carbon sequestration, natural flood management and nitrate reduction. It also provides the opportunity to re-introduce missing species, such as beaver.

3.3. Legal context for Protection of Biodiversity

The Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019
These regulations state that:

"Where impacts cannot be avoided or satisfactorily reduced/mitigated, the competent authority will need to ascertain that the plan or project will not have a negative impact on the designated site populations, which would otherwise constitute an adverse effect on the integrity of the international site as a whole."

European designated sites are the Special Areas of Conservation (SAC) and Special Protection Areas (SPA), designated before 31st December 2020, collectively known as the National Site Network; in addition, Ramsar sites are areas of international wetland importance. These designations all have implications for local decision making and special care must be taken to ensure decisions and plans do not adversely impact on these sites, the species or features for which they have been designated.

The **Natural Environment and Rural Communities (NERC) Act 2006** requires every local authority to have regard to conserving biodiversity in the execution of their functions. Section 41 of the act lists 65 priority habitats and 1150 priority species, all of which are identified on the 'UK Post-2010 Biodiversity Framework' which succeeded the UK Biodiversity Action Plan, which should be taken into consideration by local authorities when implementing their duty under the NERC Act.

3.4. Health and Well-being

In 2020, NHS England announced its greener NHS campaign to tackle the climate 'health emergency', reducing its carbon footprint to tackle air pollution and climate change, and the associated illnesses and pressures on A&E that this causes (NHS England, 2020).

Being in and around nature has many recognised benefits to mental health. These include improving mood, reducing feelings of stress and anger, improving physical health and increased social interaction (Mind, 2018).

A study commissioned by The Wildlife Trusts in 2019 also demonstrated that people engaged in targeted programmes with the Trusts (designed for people with health or social needs) showed a return of £6.88 for £1 invested, the value generated from health gains such as improved mental wellbeing. This was further increased to £8.50 for every £1 invested for the Trust's more general volunteering programmes (Bagnell *et al.,* 2019).

4. CURRENT STATUS OF BIODIVERSITY

The current status of biodiversity at Lapstone Farm and Twynams Field Walk has been assessed through undertaking a Phase 1 Habitat survey of the site, to establish the habitats present and potential species it supports.

Whilst these methods will not capture everything present, they will give an indication of current biodiversity interest and highlight areas for improvement for inclusion in the management plan.

This survey is complemented by a background data search, obtaining records for the site and within a 2km radius, providing information on the species the site has potential to support.

4.1. Background Data Search

A data search using The Multi-agency Geographic Information for the Countryside (MAGIC) website (http://www.magic.gov.uk/MagicMap.aspx) was undertaken for statutory (those that are internationally and nationally important sites for ecology) sites designated for nature conservation within 2km of each site boundary. Additionally, the Hampshire Biodiversity Information Centre (HBIC) data layer was searched for non-statutory (those that are important in a local context) sites. These searches combined included SPAs, SACs, Ramsars, Sites of Special Scientific Interest (SSSIs), National Nature Reserves (NNRs) and Local Nature Reserves (LNRs) as well as Sites of Importance for Nature Conservation (SINCs) within 1km.

A further search for notable and protected species was conducted within each 2km buffer zone. European Protected Species Licences (EPSLs) were noted where relevant. A map indicating the extent of the data search areas is provided in Appendix 1.

4.2. Phase 1 Habitat Survey Methodology

The Phase 1 Habitat survey of the site was conducted on 17th July 2023 by Matt Tennent and Shannon Rae of Arcadian Ecology.

The JNCC methodology for Phase 1 habitat survey was followed (JNCC, 2010). A walkover survey of the site was undertaken, with areas classified and mapped using a standard set of colours on a Phase 1 Habitat map to indicate the habitat types present. For each different habitat type a species list was compiled, with particular reference to protected, notable or BAP species. This list will not give every species found on the site, but will give a representation of the diversity, significance, and dominance of plant species found within each habitat type. The location of descriptions relating to specific areas and features of interest or note were annotated on the Phase 1 Habitat map (Map 2, Map 3).

Plant nomenclature in this report follows Rose (1989; 2006) for native and naturalised species of vascular plant. Plant names in the text are given with the common names first, followed by the scientific name in italics. Where there is a degree of doubt in the identification of a plant, ‘cf.’ precedes the specific epithet to signify the plant is very probably the species indicated, but it was not possible to distinguish it from similar members of the genus with certainty.

4.3. Background Data Search Results

4.3.1. Protected and notable species

The background data search of surrounding notable and protected species yielded results from species under licence and surveys conducted within the 2km buffer zones for each site. Common pipistrelle *Pipistrellus pipistrellus*, soprano pipistrelle *Pipistrellus pygmaeus*, brown long-eared *Plecotus auritus* and natterer’s *Myotis nattereri* bat species were all recorded. A total of 12 EPSLs for great crested newts (GCN) were recorded and there were 22 surveys with recorded presence of great crested newt.

Regarding Lapstone Farm, GCN have been recorded within 350m of the site to the northwest. A large pond called Quobleigh Pond is present there within woodland that connects it to Lapstone Farm so it

is possible that the connecting woodland is used as terrestrial habitat for GCN. No GCN records are present within 500m of Twynams Field.

The background data search returned 1116 records across 221 protected and/or notable species within 2km of Lapstone Farm and Twynams Field from 1993 to 2023. A breakdown of the number of species and records within taxon groups can be found in Table 1 below.

Table 1. Background data search results.

Group	Number of species	Number of records
Amphibians & Reptiles	5	37
Birds	68	417
Higher plants – Ferns	1	1
Higher plants – Flowering Plants	33	140
Invertebrates – Coleoptera	6	86
Invertebrates – Hymenoptera	1	1
Invertebrates – Lepidoptera	87	129
Invertebrates – Odonata	1	2
Invertebrates – Orthoptera	1	1
Lichens	1	1
Mammals – Terrestrial (bats)	13	249
Mammals – Terrestrial (non-bats)	4	52

4.3.2. Statutory and non-statutory designated sites

Within the 2km buffer of Lapstone Farm, the River Itchen SSSI and SAC is located 1.8km to the west of Lapstone Farm and is the only designated within the search area. This is shown in Appendix 2.

Thirty-three non-statutory sites are found within the 2km buffers for both Lapstone Farm and Twynams Field, as shown on the map in Appendix 3. SINCs closest to the sites are The Wyvern Technology College Meadow (Appendix 3, Target Note 24) which is south-west adjacent of Lapstone Farm, and Knowle Hill Copse (Appendix 3, Target Note 11) which is located 200m north-east of Twynams Field. Details of the SINC criteria can be found on the HBIC website: SINCCriteria.pdf (hants.gov.uk).

4.4. Phase 1 Habitat Survey Results - Habitats

Based on the results of the PEA the sites overall hold moderate ecological importance as a result of a good variety of habitats. The sites consist mainly of semi-improved grassland, scrub and broad-leaved woodland. There is indication of damp soil through the presence of rush and willow species, particularly in the eastern section of Twynams field and within the southern section of Lapstone Community Orchard. The habitats surrounding the nearby residential and urban areas are agricultural land, recreational fields and small areas of woodland. There are small ponds close to Lapstone Farm and the River Itchen is to the west.

4.4.1.Broad-leaved woodland

A large area of the western part of Lapstone Farm consists of broad-leaved deciduous woodland (Photograph 1). The canopy is dominated by oak *Quercus robur,* with an understory nearly exclusively dominated by hazel *Corylus avellana (*Photograph 2*)* with holly *Ilex aquifolium*, hawthorn *Crataegus monogyna* and blackthorn *Prunus spinosa* present throughout. The field layer has a relatively sparse scattering of herbaceous species and grasses including dock *Rumex* sp*,* nettle *Urtica dioica* and alongside a few ancient woodland indicator species including lords-and-ladies *Arum maculatum* and enchanters' nightshade *Circaea lutetiana.* Much of the forest floor was restricted of sunlight and thus had sparse ground vegetation (Photograph 3). Among some glades created as a result of tree fells, grass species such as Yorkshire fog *Holcus lanatus*, perennial rye *Lolium perenne* and hairy brome *Bromus ramosus* were recorded (Photograph 4).

4.4.2. Semi-improved grassland

At Lapstone Farm, semi-improved grassland is the most common habitat type. The meadows adjacent to the broad-leaved woodland and that encompass the community orchard (Photograph 5) can both be classified as this habitat. The grassland is occasionally grazed and the presence of deer is evident, however vegetation is dominated by grasses and in some places by 'undesirable' species; the average sward height was approximately 40cm tall (Photograph 6). The dominant grass species include false oat grass *Arrhenatherum elatius*, perennial rye, common bent *Agrostis capillaris* and creeping bent *Agrostis stolonifera*. Herbaceous species present include white clover *Trifolium repens*, knapweed *Centaurea nigra*, bird's foot trefoil *Lotus corniculatus*, yarrow *Achillea millefolium*, meadow vetchling *Lathyrus pratensis* and common vetch *Vicia sativa*. Local dominant patches of creeping thistle *Cirsium arvense* could be found in the northern part of west meadow and smaller patches of broad-leaved dock *Rumex obstusifolius* and common fleabane *Pulicaria dysenterica* were also scattered throughout. The central meadow, with the community orchard contains much of the same species, with the addition of teasel *Dipsacus fullonum* and hard rush *Juncus inflexus* as well as greater abundance of soft rush *Juncus effuses*. Local patches of thistle and bramble were observed between planted apple *Malus* sp., pear *Pirus* sp. and damson plum *Prunus insititia* trees (Photograph 7).

At Twynams Field, semi-improved grassland covers much of the site. It is situated on a downhill slope from east to west. Dominating grasses include creeping bent and false oat grass, with sporadic species including timothy *Phleum pratense*, smaller cat's tail *Phleum bertolonii*, meadow barley *Hordeum brachyantherum* and sweet vernal grass A*nthoxanthum odoratum* (Photograph 8). Large patches of nettle and thistle dominated the field to the northwest (Photograph 9). A single walnut tree *Juglans regia* and rose *Rosa* sp. were planted with protective tubes still in place. The entrance field to the east has a greater presence of species favouring wetter land such as soft rush, hard rush and crack willow *Salix fragilis* (Photograph 10 & 11).

4.4.3. Amenity grassland

In the field furthest east on Lapstone Farm, the grass is cut in a short sward to attract amenity use from the public (Photograph 12). Grasses here are dominated by perennial rye grass, Yorkshire fog and some crested dog's tail *Cynosurus cristatus*. Herbaceous species present include creeping buttercup *ranunculus repens*, spear thistle *Cirsium vulgare*, creeping thistle and red clover *Trifolium pratense.*

4.4.4. Scrub

In Lapstone Farm there are patches of dense scrub among the meadows, these can be found in the south-east corner and northern half of the furthest east field. In the eastern part of the amenity grassland field (Photograph 13) another patch is located just off the path. These patches consist primarily of bramble and nettle with hawthorn within. In the middle and eastern field, scrub lines the edges of the field, as well as bramble and blackthorn being dominant, species such as oak, rowan *Sorbus aucuparia* and willow *Salix* sp are scattered throughout.

Twynams Field has a small amount of scrub. The pathway linking the two fields was cut through scrub sections comprising of bramble.

4.5. Phase 1 Habitat Survey Results – Protected and Notable Species

The site has potential to support common reptile species, amphibians, badgers, dormice, roosting, foraging and commuting bats, small mammals, birds and many invertebrate groups.

4.5.1. Incidental Sightings

Some notable and protected species were observed incidentally during the habitat survey across both sites. Song thrush *Turdus philomelos* and greenfinch *Chloris chloris* were both heard during the survey. Song thrush is on the Amber list and greenfinch is on the Red list of the Birds of Conservation Concern 5 (BOCC5). Bird species observed are detailed in Table 2.

Table 2. Birds observed during the Phase 1 Habitat survey.

Common Name	Scientific Name	BoCC
Greenfinch	*Chloris chloris*	Red
Jackdaw	*Corvus monedula*	
Jay	*Garrulus glandarias*	
Red kite	*Milvus milvus*	
Robin	*Erithacus rubecula*	
Song thrush	*Turdus philomelos*	Amber
Wren	*Troglodytes troglodytes*	

5. RECOMMENDATIONS AND MANAGEMENT ACTIONS

Based on the results of the Phase 1 Habitat survey, the site is considered to be of moderate ecological value in its current state but has the potential to be of greater value through habitat enhancement and management measures. Suitable objectives and actions have been developed that will enhance the biodiversity interest of Lapstone Farm and Twynams Field. The management recommendations are aimed at maintaining and increasing the biodiversity of the site in the future while being able to manage the site sustainably long-term.

5.1. Objectives

The main objectives for the site are:

- To manage and improve woodland habitat;
- Maintain and increase the ecological value of the grassland habitats;
- Establish and maintain a freshwater habitat;
- Create an aesthetically pleasing wildlife rich landscape for visitors to enjoy and encourage recreational use and community engagement; and
- Comply with health and safety requirements and all other statutes.

5.2. General Recommendations

It should be noted that if any tree works or clearance of vegetation is required, this should be undertaken outside of the bird nesting season (March to August inclusive) to avoid causing death or injury to nesting birds, their eggs and young, and the damage or disturbance of nests and nesting sites. If this is not feasible, a suitably experienced ecologist should be employed immediately preceding the works to carefully check for the presence of breeding birds and/or their nests at the proposed site, and works may commence if none are found.

5.3. Potential Issues

Due to the relative location of the site, there is some limited potential for anti-social behaviour, fly tipping, vandalism, litter and fires. There should be engagement with the local community to value the site and stop/report anti-social behaviour to help protect the site.

If a freshwater aquatic habitat is established, then health and safety regulations regarding open water need to be followed. These includes having safety ring life preservers in close proximity to the water, adequate signage with warnings and prohibitions and a barrier. If pond is used for community activities, such as pond dipping ensure leaders are appropriately trained and all health and safety procedures are documented and adhered to.

Natural succession is the process by which open bare ground develops into grassland and eventually woodland. All open habitats in the UK are prevented from becoming woodland by external factors such as grazing pressure, mechanical cutting or fire. At Lapstone Farm and Twynams Field, a combination of manual and mechanical cutting and clearance will be required to maintain the open habitats, namely the grasslands, to prevent them becoming encroached by scrub and developing into woodland.

Management and monitoring need to take into consideration the increasing number of diseases affecting native species, such as ash dieback *Hymenoscyphus pseudoalbidus* and oak processionary moth *Thaumetopoea processionea*. Regular surveys, particularly for dangerous trees, should identify potential issues. In addition, the management of hazardous trees is a continual health and safety risk, particularly those that overhang paths.

With temperatures predicted to rise due to climate change, species are going to need to adapt or move to survive. For sedentary species and plants this will be more challenging and likely to result in at least localised declines or extinctions. There is also the potential for more non-native species to arrive from the continent. Monitoring of the biodiversity of the site and comparison with local and national trends will be key to identifying those species that are struggling, and regular updates of the management plan will be required to reflect this.

5.4. Management Actions

A management plan outlining the biodiversity actions for Lapstone Farm and Twynams Field is detailed in Table 3. The table is divided into 5 main columns; Objective, Action, Outcome, Targets and Monitoring Action. Objectives are the overall aim of undertaking the action, actions are the key activities that need to be undertaken, outcomes are the benefits to biodiversity that will be achieved, the targets are the steps that need to be fulfilled by the end of the stated years, and the monitoring action identifies how progress towards the final objective is going to be assessed. Some targets also include management suggestions on how best to achieve the target. Timing of works are set out in an annual task plan and long-term work plan which can be found in Appendix 5 and 6.

Table 3. Biodiversity actions for Lapstone Farm and Tywnams Field

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
To manage and improve woodland habitat	Deploy dormouse boxes on coppiced hazel.	To monitor hazel dormouse population and see if they can be encouraged to the site.	Deploy dormouse boxes and tubes across the wooded areas of the site. Location should be among the coppiced hazel and near scrub areas. Please note that a suitably experienced ecologist is required to set up this equipment.	Boxes and tubes maintained and checked between May – November. Please note, a licenced individual is required to conduct surveys.		Invite the Hampshire Dormouse Group, or similar organisation to conduct dormouse box and tubes surveys.	Low
	Open up woodland through thinning and light pruning.	Allow more sunlight to reach the woodland floor, increasing the biodiversity of ground flora (including bluebell) to attract insects such as butterflies and bumblebees.	Improved structural and floral diversity. ***Management:*** The woodland could be thinned and some standards removed to allow more light onto the woodland floor. Sycamore in particular can be a problem as this comes into leaf early in the year and causes a lot of shading. It is recommended that sycamore is one of the first trees to be removed. Some bramble, holly and willow could be thinned in places where they have become dominant. Thinning should be carried out little and often, ensuring that not too much of the tree canopy is removed at a time to reduce the risk of windthrow. It is suggested that no more than 5% of the trees are			Botanical survey every 3-5 years.	High

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
			removed at any one time.				
	Regular coppicing on a rotational basis.	Create a varied structure suitable for a range of woodland species.	Improved structural and floral diversity. ***Management:*** Coppicing of hazel should be continued long-term to increase fruiting and provide additional food resource. Coppice in small coups in a mosaic pattern to create a varied age structure (adjacent coups should not be coppiced in consecutive years). The brash could be piled on top to deter deer browsing.	Rotational coppice.		Botanical survey every 3-5 years.	High
	Retain and increase standing dead wood.	Retention of trees as habitat for invertebrates, birds and bats.	Any trees identified as hazardous retained as monoliths if safe to do so.	Additional holes could be drilled to create cavities and stimulate rotting.		N/a	Low
	Erection of bird boxes for a range of species.	To provide additional nesting opportunities on the site for breeding birds.	A range of bird boxes should be installed and include a mix of standard, open-fronted bird boxes and starling boxes. Boxes should not be positioned too close together and attract a range of species such as blue tit *Cyanistes caeruleus*, robin *Erithacus rubecula* and starling *Sturnus vulgaris*. The boxes should be checked once a year during the late autumn/winter to remove old bedding. Any damaged boxes should be replaced.	Any damaged boxes should be replaced.	As previous.	Carry out annual bird box checks and woodland breeding bird survey. Data submitted to BTO nest Record Scheme, and Wildlife Trust.	Low

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
			Further information on bird boxes can be found in Appendix 7.				
	Provision of log piles.	Increased habitat for invertebrates and small mammals as well as providing hibernation habitat for amphibians and reptiles.	Creation of at least one log pile in a suitable area within the woodland. Use logs from broad-leaved trees of varying sizes. These should be partially buried in the ground in a semi-shaded area (i.e. somewhere warm enough for insects but not exposed to prolonged sunlight which can dry out the wood). Some logs should be positioned upright as this is suitable for stag beetles *Lucanus cervus* which lay their eggs into deadwood. Further information can be found in Appendix 7			N/a	Low
	Provision of compost heaps.	Increased habitat for invertebrates, reptiles and small mammals	Can be created using cuttings from the grassland piled up into a heap.			N/a	Low
	Provision of invertebrate houses.	Increased habitat for invertebrates.	Install invertebrate house "bug hotel" within rough grassland. Further information can be found in Appendix 7.			N/a	Low
Maintain and increase the ecological value of the grassland habitats	Enhance areas of grassland, retaining areas of longer grass and increase floral diversity for wildlife.	Habitat for invertebrates, such as bees and butterflies as well as reptiles and	Reduce mowing frequency to allow wildflowers to grow and set-seed, particularly creating ecotones (transitional habitats) around woodland	Grassland with a mixture of grass and native wildflowers with no dominant species.	Grassland with a mixture of grass and native wildflowers with no dominant species.	Botanical survey every 3-5 years. Carry out surveys for invertebrates	High

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
		small mammals. Area for visitors to enjoy nature.	edge. Areas of long grass and wildflowers with no large ruderal species such as nettle, docks and thistles. ***Management:*** Year 1: Cut grass in March then leave to grow over the summer. In autumn remove any coarse grasses, ruderals and scrub & cut. Do not leave majority cut grass in-situ. Retain an area of approximately 25% uncut. Year 2: Cut when height between 10 – 15cm, then every 6 to 8 weeks, mostly removing the grass. Do not cut below 5cm. Avoid cutting during main flowering period (mid-May to July).	***Management:*** Year 3: Cut twice – once in late March/ early April, & once in late August/ early September. From Year 4: Adopt an annual mowing regime – cutting once in late August/ early September. Vary the time of the cut each year to allow late-flowering plants to set seeds in some years. Remove any coarse grasses, ruderals and scrub. Remove most grass cuttings from area.	***Management:*** Continue annual mowing regime, mowing alternate strips on a rotational basis, removing the cut grass from the area and not cutting below 5cm.	such as butterflies and bumblebees.	
	Control encroachment of scrub and ruderals.	Maintain areas of open grassland with an abundance of wildflowers for wildlife.	Repeated cutting of scrub and ruderal vegetation should be carried out to prevent these from dominating and out-competing wildflowers. All cuttings should be removed and added to a compost heap. Removal of cuttings will ensure that any wildflowers present are not smothered. The vegetation should not be cut to a height of less than 5cm. Ecotones should develop at the base of scrub at the	As previous.		Botanical survey every 3-5 years. Surveys for invertebrates such as butterflies and bumblebees.	Moderate

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
			edges, creating a transition from short grassland, to long grassland, to scrub and woodland.				
	Creation of wildflower areas.	To enhance floristic diversity of site and provide pollen and nectar sources for invertebrates.	Sow wildflower meadow in areas of amenity grassland and maintain with appropriate cutting regime to create areas of long grass and wildflowers with no large ruderal species such as nettle, docks and thistles. Plant native wildflower species such as common knapweed *Centaurea nigra*, oxeye daisy *Leucanthemum vulgare*, red campion *Silene dioica* and selfheal *Prunella vulgaris*. This could be created using a seed mixture, bee bombs or by using plug plants. More information on native species to plant can be found in Appendix 7. ***Management:*** Year 1: Late summer cut to no less than 5cm, then removal of cut material to keep nutrient levels low and encourage wildflower growth and seed germination. In autumn remove any weeds & cut. Year 2: Cut when height between 10 – 15cm, then every 6 to 8 weeks, always removing the grass.	Grassland with a mixture of grass and native wildflowers with no dominant species. ***Management:*** Year 3: Cut twice – once in late March/ early April, & once in late August/ early September. From Year 4: Adopt an annual mowing regime – cutting once in late August/ early September. Vary the time of the cut each year to allow late-flowering plants to set seeds in some years. Repeated cutting of nettlebed and ruderal vegetation. Remove grass cuttings from area. Mow alternate strips on a rotational basis with some areas left uncut so that any animals that are disturbed during the mowing have a safe refuge to retreat to.	Grassland with a mixture of grass and native wildflowers with no dominant species. ***Management:*** Continue annual mowing regime, mowing alternate strips on a rotational basis, removing the cut grass from the area and not cutting below 5cm.	Carry out baseline survey to check establishment of meadow plant species then survey every 3-5 years. Surveys for invertebrates such as butterflies and bumblebees.	Low

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
			Repeated cutting of nettlebed and ruderal vegetation to prevent these from dominating and out-competing the grasses and wildflowers.				
	Planting of perennial bulbs.	Provisioning of additional habitat and a food resource for a range of invertebrate and bird species. Snowdrops in particular can provide a late winter nectar and pollen source for early-emerging pollinators.	Bulb planting could be carried out in sunny locations between the woodland edges and fields of semi-improved grassland. Species could include bluebell, daffodil and snowdrop. More information on native species can be found in Appendix 7. ***Management:*** Regular management of grass and weeds around bulb planting.	As previous.		Carry out baseline survey to check establishment of bulbs then survey every 3-5 years.	Low
Establish and maintain a freshwater habitat	Construct a pond.	To create habitat for freshwater plants, invertebrates and amphibians. Increase visitor interest and engagement.	Dig out a small area of land in a partially shaded area in the eastern or western sections of Lapstone Farm, line and introduce freshwater vegetation. Include low gradient banks, or shingle to assist with access/exit for animals. More information on pond construction and management can be found in Appendix 7.	Dig out additional ponds in the north-west part of Twynams Field. Produce interpretation boards to educate and engage the public and provide benches for recreation and well-being. Construct a boardwalk for public use and community engagement.	Replace and maintain infrastructure, interpretation boards, and boardwalk as necessary.	Conduct surveys for birds. Mammals, invertebrates and amphibians.	High

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
	Manage freshwater vegetation and surrounding trees and scrub.	To maintain biodiversity and reduce risk of dominant or invasive species. To ensure the pond remains only partially shaded.	Plant and sow native freshwater species, such as water mint *Mentha aquatica*. ***Management:*** Removal of dominant vegetation such as duckweed. Provide bins to deter littering and water contamination. Undertake coppicing if required.	Manage vegetation and ensure shade reaches no more than 60% of the water surface. Monitor species population of invertebrates and amphibians. ***Management:*** Remove dominant vegetation in late summer/early autumn. Work should be commenced in December/January to avoid breeding seasons of great crest newts. Further advice on protections afforded to great crested newts can be found on Great crested newts: protection and licences - GOV.UK (www.gov.uk). Monitor and remove non-native invasive plant species with contractors or the use of volunteers.	As previous.	Conduct botanical, Odonata and other freshwater invertebrate surveys.	High
	Create a dead hedge around the pond.	To act as a natural barrier against the public and cattle.	Dead hedging involves weaving trimmed branches between posts in the ground.	Extend or add material where necessary.		N/a	Low

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
		To create habitat and provide corridors for wildlife.	It is recommended to use the branches from onsite coppicing/pollarding. Potential involvement from volunteers. Additional information about constructing a dead hedge can be found in Appendix 7.				
	Invite specialist groups to survey.	Monitor populations of invertebrates and amphibians.		Record populations of amphibian, particularly great crested newt.		Invite Hampshire and Isle of Wight Amphibian and Reptile Group to conduct amphibian surveys.	Low
Create an aesthetically pleasing wildlife rich landscape for visitors to enjoy and encourage recreational use and community engagement	Maintain access/path network across the site.	Ensure the path network is well-maintained to encourage visitors to the site.	Regular checks and review of path to ensure there is no encroachment of vegetation or otherwise inaccessible areas, enabling access throughout the site all year round. If desired, some areas of denser vegetation could be maintained to prevent people/dogs entering more sensitive areas.	As previous.	As previous.	Deploy counters to monitor usage of the site.	Moderate
	Information exchange – contact local Wildlife Trust for press releases and suitable news articles on the site.	Awareness of wildlife issues e.g. effects of non-native species on local wildlife, value of wildlife gardening etc.	Regular articles in local magazines/newspapers or online on relevant topics e.g. encouraging appropriate disposal of garden waste.			Publications in magazine and webpage.	Low
	Create a webpage for recording species and links to useful information and websites.	Increased engagement and sense of ownership of green spaces.	Develop page to allow submission of records and photos. Link to online recording system e.g. iRecord.	Update with articles or links to local/national projects and sightings of interest.		Webpage counter.	Low
	Install additional signage and	Increased visitor interest and	Review of current, and installation of additional	Repair or replace as necessary.		N/a	Low

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
	interpretation boards.	engagement.	signage and interpretation. Signage to include: path map and interpretation, local history and biodiversity of the site.				
	Hold a BioBlitz to increase knowledge of species found in the reserve .	Increased awareness of natural environment. Engagement with local community.		Organise day to hold BioBlitz, contacting local experts and organisations to help with species ID. Recruit volunteers to assist on day.	Hold BioBlitz. Disseminate results to participants.	Count of attendees.	Low
	Encourage recording by residents.	Engagement with local community. Increased knowledge and understanding of local wildlife.	Promote national events such as 'big garden bird watch' and 'big butterfly count' to aid learning and then encourage people to use systems such as iRecord to submit their own records.	Use BioBlitz to further promote own recording and submission of records.		Number of species records.	Low
Comply with health and safety requirements and all other statutes	Regular and appropriate health and safety inspections undertaken and recorded.	Health and safety requirements on site are complied with. Maintain safety of visitors.	A log of all visual checks and repair works to be maintained long-term. Regular surveys, particularly for dangerous trees. Ensure paths, gates and bridges are maintained. Any incidents of anti-social behaviour reported and reviewed.	Remove dangerous trees as necessary. Repair or replace as necessary.		Log of health and safety inspections and repair works. Dangerous tree report. Incident log.	High
	Ensure that all works on site have permissions/consents in place prior to work commencing.	Compliance with these and other statues during their operations.	Consents available for inspection prior to work commencing.			Copies of consents and permissions held on file.	High
	Ensure all volunteers	Maintain safety of	Provide consent forms and			Signed consent	High

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY
			1- 2	3 – 5	6 – 10		
	have understanding of heath and safety procedures and they are fit and healthy to participate.	volunteers. Comply with health and safety regulations.	risk assessments for the site and task. Ensure everyone is in good health prior to task commencement.			forms held on file and confirmation of risk assessment viewing stored.	

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MAPS

Location within county

Map 1: Site Location

Fair Oak

Scale 1:50000

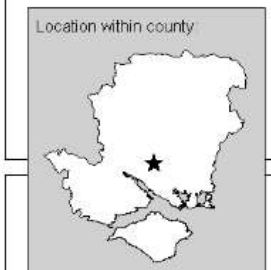
Site Boundary

Twynams Field

Lapstone Farm

Produced on 31 July 2023 by Shannon Rae

Location within county



Map 2: Phase 1 Habitat Map

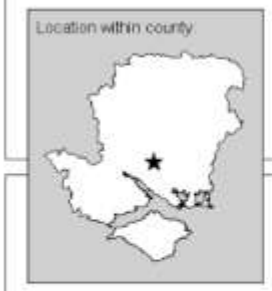
Lapstone Farm

Scale 1:2500

Arcadian

Hampshire & Isle of Wight Wildlife Trust

Site Boundary



Map 3: Phase 1 Habitat Map

Twynams Field

Scale 1:1250

Arcadian

Hampshire & Isle of Wight Wildlife Trust

Site Boundary

Habitat Types

- Broad-leaved woodland
- Dense/continuous scrub
- Neutral grassland
- Semi-improved grassland

B3354

Path

N

Produced on 18 August 2023 by Shannon Rae

PHOTOGRAPHS

Photograph 1: A large area of the western part of Lapstone Farm with meadow and woodland

Photograph 2. Deciduous woodland to the west of Lapstone Farm, dominated by coppiced hazel

Photograph 3. Sparse ground vegetation on woodland floor in Lapstone Farm

Photograph 4. Glades created from tree felling in Lapstone Farm

Photograph 5. Lapstone Community Orchard with semi-improved grassland and scrub border

Photograph 6. The furthest western meadow at Lapstone Farm

Photograph 7: Community orchard trees surrounded by thistle in Lapstone Farm

Photograph 8. The north-west meadow at Twynams Field with dominant grasses

Photograph 9. Large patches of creeping thistle in Twynams Field

Photograph 10. Scattered willow and greater abundance of rushes in the south-eastern field of Twynams Field

Photograph 11. Scattered willow in the south-eastern field of Twynams Field

Photograph 12: Amenity grassland in Lapstone farm.

Photograph 13: Scrub border around amenity grassland in Lapstone Farm

APPENDICES

Appendix 1:
Background Data Search Area

Location within county

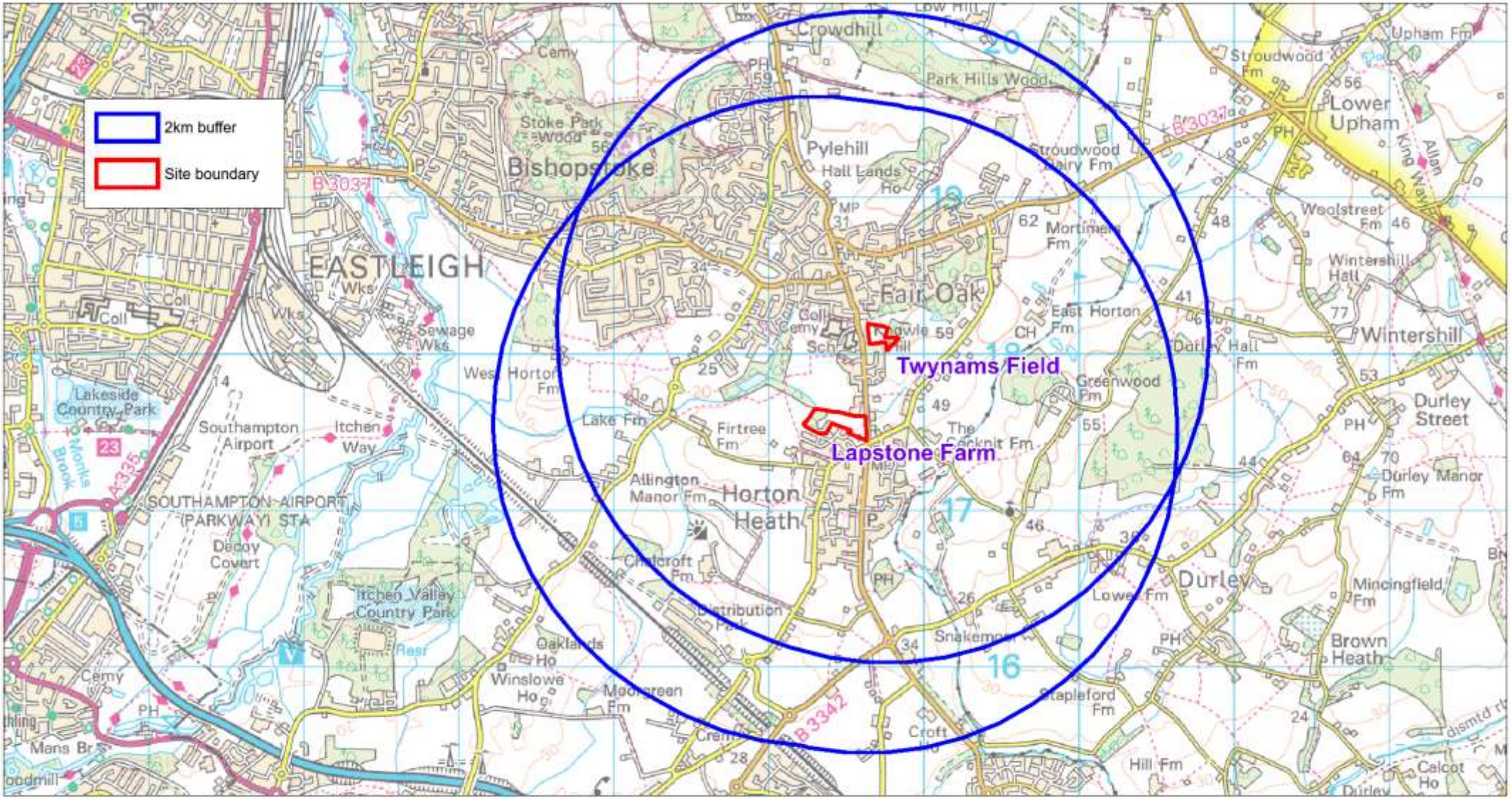
Appendix 1: Background Data Search Area

Lapstone Farm & Twynams Field

Scale 1:35000

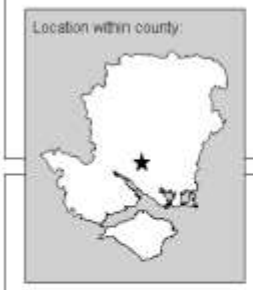
Arcadian

Hampshire & Isle of Wight Wildlife Trust



Appendix 2:
Locations of Statutory Designated Sites

Location within county:



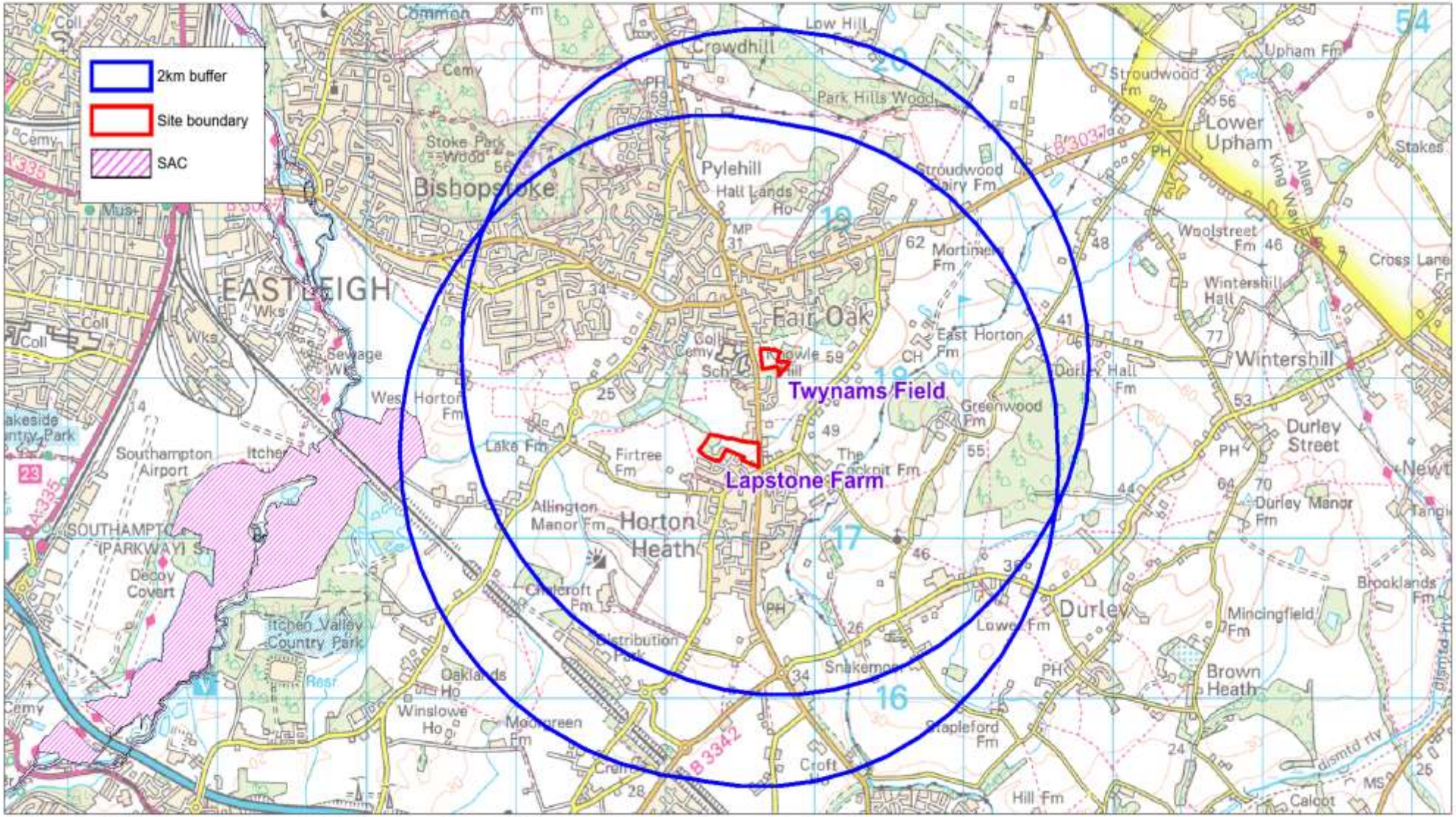
Appendix 2: Locations of Satutory Designated Sites

Lapstone Farm & Twynams Field

Scale 1:35000

Arcadian

Hampshire & Isle of Wight Wildlife Trust



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Produced on 16 August 2023 by Shannon Rae

Appendix 3:
Locations of Non-statutory Designated Site

Location within county

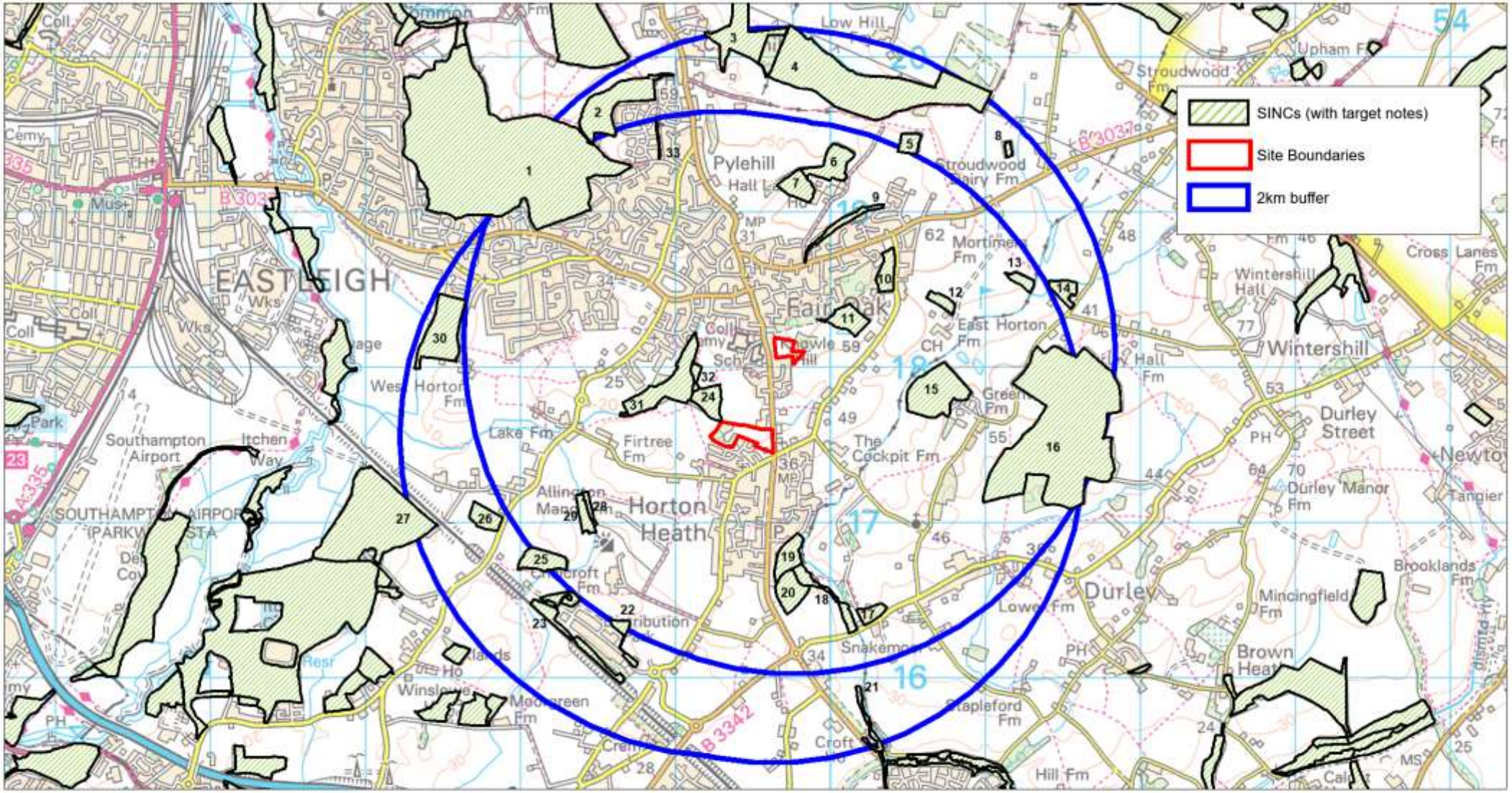
Appendix 3: Locations of Non-Statutory Sites

Lapstone Farm & Twynams Field

Scale 1:35000

Arcadian

Hampshire & Isle of Wight Wildlife Trust



Site	Appendix 3 target note
Alder Strip	21
Allington Lane Pond	26
Barnhurst Meadow	14
Chalcroft Distribution Park	23
Chestnut Gully Wood	3
Crowdhill Copse	2
Durley Copse	15
Field North of Hearts Row, West End	29
Gore Copse	9
Hall Lands Copse	6
Hall Lands Farm Wood	7
Hardings Lane Wooded Bank	33
Hearts Copse	25
Hog Wood and Gravel Pits	27
Knowle Lane Open Space	10
Knowlehill Copse	11
Land at Knowle Lane, Fair Oak	12
Moplands Copse	13
Park Hills Wood	4
Parker's Copse/Fir Plantation/Greenwood	16
Ponds & Meadow	32
Quobleigh Pond & Woods	31
Round Copse, West End	22
Scorey's Copse	20
Scoreys Copse Meadow	19
Scorey's Copse Rush Pasture	18
Snakemoor Farm Meadow	17
Stoke Park Wood	1
Stroud Wood, Fair Oak and Horton Heath	8
Tippers Copse	5
Treeline Break, West End	28
West Horton Farm Woods	30
Wyvern Technology College Meadow	24

Appendix 4:

Botanical Species List Compiled During Phase 1 Habitat Survey with a Qualitative Measure of Abundance Based on DAFOR Scale

Appendix 4. Botanical Species List Compiled During Phase 1 Habitat Survey with a Qualitative Measure of Abundance Based on DAFOR Scale.

The DAFOR scale provides an assessment of the abundance of particular species.
D = Dominant, A = Abundant, F = Frequent, O = Occasional, R = Rare. Species can also be Locally Dominant (LD) or Locally Abundant (LA) meaning there is a particularly dense patch but it does not extend to an entire area, for example a nettle bed

Scientific Name	Common Name	Woodland	Semi-improved grassland (Lapstone Farm)	Semi-improved grassland (Twynams Field)	Amenity grassland	Scrub
Grasses, sedges and rushes						
Agrostis capillaris	Common bent		D	A		
Agrostis stolonifera	Creeping bent		D	F		
Anthoxanthum odoratum	Sweet vernal grass		F	F		
Arrhenatherum elatius	False oat grass		D	A		
Bromus ramosus	Hairy brome	R				
Carex pendula	Pendulous sedge	R				
Cynosurus cristatus	Crested dogs-tail			F	F	
Dactylis glomerata	Cock's-foot		F	F		
Holcus lanatus	Yorkshire fog	A			F	
Holcus mollis	Creeping soft grass			R		
Hordeum brachyantherum	Meadow barley		F			
Juncus effusus	Soft rush		F	A		
Juncus inflexus	Hard rush		O	F	R	
Lolium perenne	Perennial ryegrass	A	D	A	A	
Phleum bertolonii	Smaller cat's tail		O			
Phleum pratense	Timothy		O	O		
Poa trivialis	Rough meadow-grass			O		
Schedonorus arundinaceus	Tall fescue		R			
Herbs						
Achillea millefolium	Yarrow		O	O		
Arum maculatum	Lords-	O				

	and-ladies					
Centaurea nigra	Common knapweed		O			
Chamaenerion angustifolium	Rosebay willowherb	O	R	O		
Circaea lutetiana	Enchanters nightshade	R				
Cirsium arvense	Creeping thistle		D	A	F	
Cirsium vulgare	Spear thistle		A		O	
Convolvulus arvensis	Field bindweed			F		
Daucus carota	Wild carrot			O		
Dipsacus fullonum	Teasel		R			
Geranium sp.	Geranium sp.			R		
Geum urbanum	Wood avens	O				
Heracleum sphondylium	Hogweed	F				
Iridis sp.	Iris sp.	R				
Juglans sp.	Walnut (planted)			R		
Lathyrus pratense	Meadow vetchling		O	O		
Lotus corniculatus	Birdsfoot trefoil		F			
Plantago lanceolata	Ribwort plantain		O			
Pulicaria dysenterica	Common fleabane		O	A		
Ranunculus acris	Meadow buttercup		R			
Ranunculus repens	Creeping buttercup		F		O	
Rosa	Rose (planted)			R		
Rumex crispus	Curled dock			F		
Rumex obtusifolius	Broad-leaved dock		A			
Rumex sp.	Dock sp.	F		A		
Scrophularia nodose	Common figwort			R		
Senecio jacobaea L	Ragwort	O		F		
Silene dioica	Red campion					
Sonchus oleraceus	Sow	R			O	

	thistle					
Taraxacum sp.	Dandelion			A	F	
Trifolium pratense	Red clover		F	O	O	
Trifolium repens	White clover		F	F		
Urtica dioca	Common nettle	A		A		A
Vicia sativa	Common vetch		R	O		
Woody species						
Acer campestre	Field maple	O				
Aesculus hippocastanum	Horse chestnut			R		
Betula pubescens	Downy birch	R				
Castanea sativa	Sweet chestnut	F				
Corylus avellana	Hazel	D				
Crataegus monogyna	Hawthorn	A				A
Fraxinus sp.	Ash	O				
Ilex aquifolium	Holly	A				
Populus sp.	Poplar			O		
Prunus spinosa	Blackthorn	F				A
Quercus robur	Oak	A		R		
Rubus fruticosus agg.	Bramble	O		O		D
Salix sp.	Willow	R		O		
Viburnum opulus	Guelder rose	R				

Appendix 5:
Annual Work Plan

Appendix 5. Annual Work Plan

Operational Objective	Activity	Month											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Maintain and enhance existing woodland habitats	Thinning/light pruning of the woodland	X											X
	Rotational coppicing	X											X
	Retain and increase standing dead wood	X										X	X
	Erection of bat boxes on mature trees	X	X										
	Erection of bird boxes	X	X										
	Create log piles and compost heaps in sheltered locations	X	X								X	X	X
	Install insect hotels		X										
	Botanical survey					X	X						
Maintain and increase the ecological value of the grassland habitats	Mowing of the grasslands, leaving some areas uncut. Remove most cuttings and add to a compost heap			X						X			
	Repeated cutting of scrub and ruderal vegetation should be carried out to prevent these from dominating and out-competing wildflowers									X	X	X	
	Creation of wildflower areas								X	X			
	Planting of perennial bulbs									X	X	X	X
	Botanical survey						X	X					
	Invertebrate (butterfly and bumblebee) survey				X	X	X	X	X	X			
Create an aesthetically pleasing wildlife rich landscape and encourage	Maintain access/path network across the site	X	X	X	X	X	X	X	X	X	X	X	X
	Install additional signage and interpretation boards	X	X	X	X	X	X	X	X	X	X	X	X
	Invite specialist groups to survey the site					X	X	X	X				

Operational Objective	Activity	Month											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
recreational use and community engagement	Hold a BioBlitz						X	X	X				
Comply with health and safety requirements	Site infrastructure check and maintenance when required	X	X	X	X	X	X	X	X	X	X	X	X
	Dangerous tree survey	X									X	X	X

Appendix 6:
Long-term Work Plan

Appendix 6. Long-term Work Plan

Operational Objective	Activity	Year									
		1	2	3	4	5	6	7	8	9	10
Maintain and enhance existing woodland habitats	Thinning/light pruning of the woodland	X	X			X			X		
	Rotational coppicing	X	X	X	X	X	X	X	X	X	X
	Retain and increase standing dead wood	X		X		X		X		X	
	Maintenance of existing bat boxes and erection of additional bat boxes on mature trees	X	X	X	X	X	X	X	X	X	X
	Erection of bird boxes	X									
	Create log piles and compost heaps in sheltered locations	X									
	Install insect hotels	X									
	Botanical survey	X			X			X			X
Maintain and increase the ecological value of the grassland habitats	Mowing of the grasslands, leaving some areas uncut. Remove all cuttings and add to a compost heap	X	X	X	X	X	X	X	X	X	X
	Repeated cutting of scrub and ruderal vegetation should be carried out to prevent these from dominating and out-competing wildflowers	X	X	X	X	X	X	X	X	X	X
	Creation of wildflower areas	X									
	Planting of perennial bulbs	X									
	Botanical survey	X			X			X			X
	Invertebrate (butterfly and bumblebee) survey	X	X	X	X	X	X	X	X	X	X
Create an aesthetically pleasing wildlife rich landscape and encourage recreational use and community engagement	Maintain access/path network across the site	X	X	X	X	X	X	X	X	X	X
	Install additional signage and interpretation boards	X	X								
	Invite specialist groups to survey the site	X	X	X	X	X	X	X	X	X	X
	Hold a BioBlitz	X			X			X			X
Comply with	Site infrastructure check and maintenance when required	X	X	X	X	X	X	X	X	X	X

Operational Objective	Activity	Year									
		1	2	3	4	5	6	7	8	9	10
health and safety requirements	Dangerous tree survey	X	X	X	X	X	X	X	X	X	X

Appendix 7:
Habitat Creation

Appendix 7. Habitat Creation

Information on bird and bat boxes and insect hotels

Type	Typical species	Height	Additional information
Standard bird box e.g. Schwegler 1B 	Blue tits, great tits	2-4m	• Position on a tree, angled north and east (away from prevailing winds) and tilt forward slightly. • Chances of occupation can be increased by positioning boxes near vegetation.
Starling box e.g. Schwegler 3S 	Starlings, woodpeckers and nuthatches	≥ 2m	• Position on a tree, angled north and east (away from prevailing winds) and tilt forward slightly. • Chances of occupation can be increased by positioning boxes near vegetation.
Open-fronted bird box e.g. Schwegler 2H 	Robins, wrens	≤ 2m	• Mount on a tree or shrub • Conceal amongst foliage to keep well hidden from predators.
Bat box e.g. 2F Schwegler 	Bats	2.5-5m	• Site on mature trees with 1 or 2 boxes per tree • South-east to south-west facing • Away from lighting • Near to vegetation without it obscuring entrance
Insect hotel 	Invertebrates	≥ 1m	• Position in sunny location on a tree, fence or wall near to bee-friendly vegetation • Ensure it is accessible with no vegetation blocking the entrance

Native Wildflower Species

The choice of wildflower species should reflect the local habitats and be similar to those already found at Lapstone Farm and Twynams Field and surrounding area. They should be sourced locally when possible.

A neutral grassland seed mix would be suitable. However, soil testing should also be undertaken to ensure the correct seed mix is chosen to maximise chance of establishment. Species the mix could include are:

- Common knapweed *Centaurea nigra*

- Common bird's-foot trefoil *Lotus corniculatus*
- Common cat's-ear *Hypochaeris radicata*
- Devil's-bit scabious *Succisa pratensis*
- Lady's bedstraw *Galium verum*
- Marjoram *Origanum majorana*
- Meadow buttercup *Ranunculus acris*
- Ox-eye daisy *Leucanthemum vulgare*
- Red campion *Silene dioica*
- Red clover *Trifolium pratense*
- Selfheal *Prunella vulgaris*
- Sheep's sorrel *Rumex acetosella*
- Wild carrot *Daucus carota*
- Wood sage *Teucrium scorodonia*
- Yellow rattle *Rhianthus minor*

Sources of seeds include:
Emorsgate Seeds https://wildseed.co.uk/home
Charles Flower Wildflowers http://www.charlesflower-wildflowers.co.uk/

Native bulbs that could be planted include:
- Bluebell *Hyacinthoides non - scripta*
- Daffodil *Narcissus pseudonarcissus*
- Lesser celandine *Ranunculus ficaria*
- Snowdrop *Galanthus nivalis*

Sources of bulbs include:
Wildflower Shop https://www.wildflowershop.co.uk/
Native British Bulbs https://wildnativebulbs.co.uk/index.html

Further advice about buying native flora can be found in the Flora locale advice note:
https://cieem.net/wp-content/uploads/2019/07/Buying-native-flora-a-Flora-locale-advisory-note.pdf

Stag Beetle Log Pile

Example of a stag beetle log pile taken from the People's Trust for Endangered Species (PTES) Stepping stones for stags guide (https://stagbeetles.ptes.org/how-to-build-a-log-pile/)

Pond Creation

Ponds have already been constructed in Twynams Field and will be designed and maintained with wildlife in mind, providing suitable habitat for a range of aquatic invertebrates and amphibians. The locations of the ponds are suitable as sloped wetter ground is present to the east. New and existing ponds created can be developed with the following guidelines in mind.

There should be no more than 60% shade to the pond. Ponds that are too shady create a cooler environment as little sunlight is able to reach the water and therefore warm the pond. Allowing sunlight to reach the pond will encourage the growth and colonisation of aquatic plants that will help oxygenate the water.

It is advisable to line the pond for water retention and then put a layer of children's play sand or washed gravel to provide a substrate for plants and burrowing invertebrates. There are a number of options for lining the pond including having no liner (this would depend on the existing soils, and it is recommended that small holes are dug initially to test whether it can hold water), to having natural or synthetic liners. A natural liner would be recommended to create a more natural, wildlife friendly pond, however, a suitable option should be chosen based on the site conditions and would likely require experienced professionals and/or machinery to install. Further information on the advantages and disadvantages of each type of liner can be found here: https://freshwaterhabitats.org.uk/wp-content/uploads/2013/09/FHT-advice-on-pond-liners_Oct14.pdf.

Ponds do not need to be deep to attract wildlife; those with gently sloping sides and a depth of around 30cm are suitable for a range of invertebrates and amphibians and will also keep the pond well oxygenated and lit. However, it is good to have at least one deeper area as this will prevent it from freezing over in winter. The depths within the pond should be varied, ranging from shallow areas (0-10cm deep) to deeper water (>30cm deeper), as shown in Figure 1.

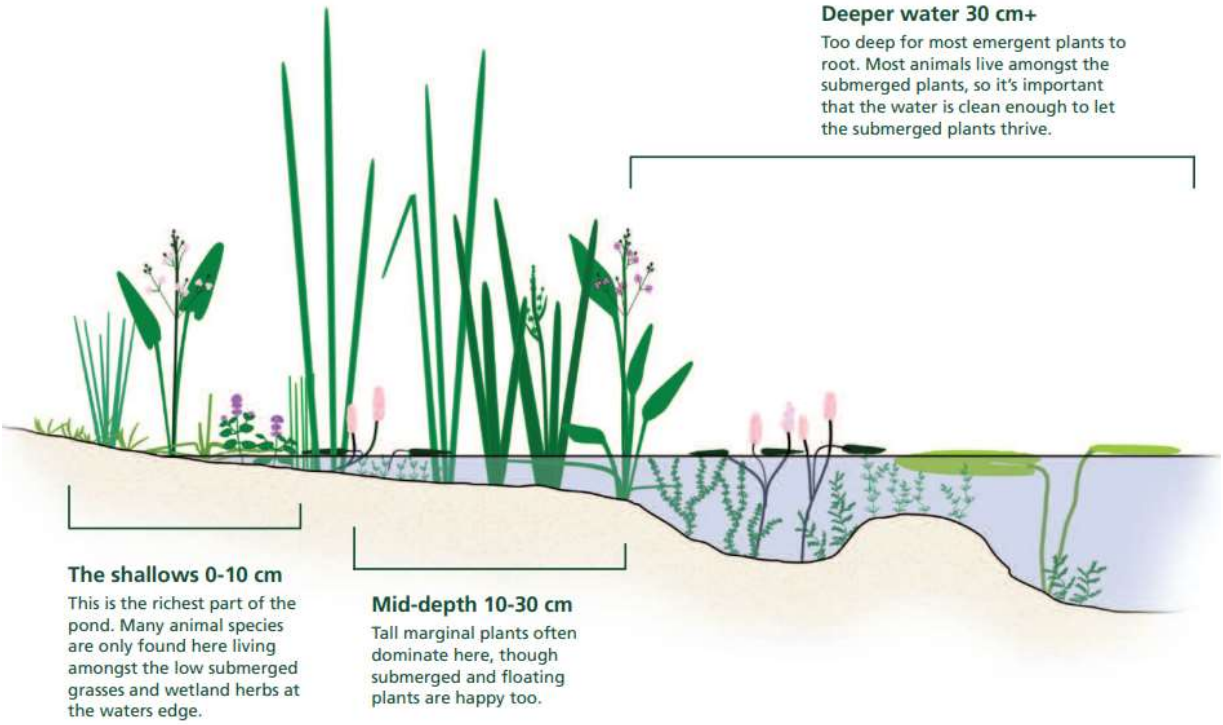


Figure 1. Different areas of the pond for wildlife. Taken from 'Million Ponds Project: Pond Design' Freshwater Habitats Trust, 2021.

It is expected that the pond would naturally be colonised by native aquatic vegetation. However, to supplement the natural colonisation of aquatic plants, there should be planting of a mix of native aquatic vegetation, of local provenance, around the pond. This should include a mixture of bankside vegetation, marginal plants, tall emergents, floating and submerged plants. This would provide well-connected foraging, sheltering and egg-laying opportunities for a number of aquatic invertebrate species and amphibians within the pond. A list of suitable plants to encourage wildlife to the new pond can be found below.

Having a mix of plants occupying different areas and depths in the pond will provide structural diversity to the pond and a greater variety of habitats that can be used by wildlife (Figure 1). Floating vegetation provides suitable places for amphibians and invertebrates to rest on while tall emergent vegetation offers opportunities for dragonflies and damselflies to perch on. Planting will not only create foraging and sheltering habitats for a range of wildlife but will also assist in maintaining water and oxygen levels in the pond as well as providing shade. Carrying out planting at the edges will provide cover for wildlife moving to and from the pond. This should include a mix of native wildflower species and shrub such as elder *Sambucus nigra*, guelder-rose *Viburnum opulus*, heather *Calluna* species, meadowsweet *Filipendula ulmaria*, purple loosestrife *Lythrum salicaria* and teasel *Dipsacus fullonum*.

Wetland plants can spread rapidly; it is recommended that planting densities of 2-5 plants per square metre should give good cover within a year and will allow plants to naturally spread and colonise. Ideally, there should be about 25% cover of dense vegetation with some areas of open water and no more than about 60% shade. Planting can be carried out any time. However, spring is the optimum time for planting.

A small reed bed area could be created around the edge of the pond. These habitats act as natural sponges, soaking up rainwater and filtering out harmful pollutants. Reed beds can easily be established on most soil types and where there is reliable natural water supply. It can be created through the planting of common reed *Phragmites australis* seedlings of local provenance. The planting of reed is most successful when the water level is 5cm above the surface level. Bear in mind that reeds can rapidly colonise areas so it is not necessary to plant up the whole reed bed. While the reeds are establishing, the vegetation in the area should be monitored to ensure other species do not outcompete the reed and become dominant. Fencing may be necessary to prevent animals from feeding on it while it is young and establishing

Where possible, plants should be native, locally sourced species, for example sourcing from local garden ponds (with landowner permission). Using locally sourced species reduces the risk of introducing disease or non-native species to the pond which can negatively impact wildlife.

In addition, a shallow pebble edge could be created at the edge of the pond. This would provide a shallow area enabling wildlife to easily get in and out of the pond, offer an easy means of access for birds as well as insects such as bees to drink from the pond, and provide a safe means of escape if animals fall in. The rocks and pebbles could also provide additional crevices for invertebrates to shelter in. Figure 2 gives an idea of roughly where plants and rocks could be positioned around the pond and proportions of plants to open water.

Figure 2. Example of suitable vegetation cover and structure of an established garden pond. Taken from ‘How to Build a Garden Pond’ BBC Wildlife Magazine, 2020.

Pond Management

There should be regular maintenance of the aquatic vegetation including removing any dead plants or excessive weeds/vegetation growth to allow a mix of species to flourish without any becoming dominant. Dead heading can be carried out to promote the production of flowers. All cuttings should be removed from the pond and could be added to a nearby compost heap.

It is recommended that cutting and removing areas of reeds is carried out on a 4 to 7-year rotation to prevent the build-up of nutrients and dead plant material or the drying up of the area. All cuttings should be removed and can be added to a compost heap.

There is a line of tall trees to the south of the site and therefore there is the potential for the build-up of leaf litter within the pond. Any excessive leaf litter can be removed using a handheld net when necessary. When doing so, check the net for any animals that may have been collected. Leaves to be added to a nearby compost heap. Any animals missed can then escape and move back to the pond.

Suitable Plants for Ponds (Taken from 'Creating garden ponds for wildlife' by Pond Conservation & World of Water, 2011)

Type of Plant	Species	Comments
Plants next to the pond (for use in wildflower areas adjacent to pond)	•Cow parsley •Devil's-bit scabious •Hemp agrimony •Teasel •Purple loosestrife •Red valerian •Yarrow	Provision of food and cover next to the pond Links to other habitats e.g. hedgerows
Low-growing wetland grasses (planted on dry ground or in a few cm of water)	•Creeping bent •Small sweet-grasses	
Marginal herbs & rushes (2-10cm depth of water)	•Lesser spearwort •Marsh pennywort •Water forget-me-not •Water mint •watercress	
Marginal plants with attractive flowers & architecture (2-10cm depth of water)	•Marsh cinquefoil •Marsh woundwort •Marsh-marigold •Pendulous sedge •Purple loosestrife •Ragged-robin •Water dock •Yellow iris	
Tall emergents (2-10cm depth of water)	•Branched bur-reed •Bulrush •Greater pond-sedge •Hard rush •Lesser reedmace •Reed sweet-grass •Soft rush	Can become dominant in small ponds so regular cutting back necessary
Floating-leaved plants (15-30cm of water)	•Amphibious bistort •Broad-leaved pondweed •Fringed water-lily •Yellow water-lily	
Submerged plants (Float in deep water)	•Common water-starwort •Curled pondweed •Rigid hornwort •Spike water-milfoil •Water-crowfoot	

Further advice on pond creation is available from:

- Home page - Freshwater Habitats TrustFreshwater Habitats Trust
- 150318 Wildlife gardening Create a pond NB.pdf (hiwwt.org.uk)

Dead Hedge

Dead hedges are comprised of piled and weaved materials that are left to rot. They can be used as natural barriers for people, dogs and wildlife, and provide habitat for invertebrates, herpetofauna, birds and small mammals. They are an excellent community engagement project that can utilise the help of volunteers and be a means to dispose of waste from felling and cutting.
Dead hedges can be created by:

1. Erecting posts in the ground up to a couple of metres apart. Be sure to dig the posts deep into the ground so they remain secure. The posts can be obtained from small tree felling, ensuring

excess branches have been removed. Hard wood species are great, such as sweet chestnut or field maple.

2. Using branches, weave through and around the posts. The hedge does not need to look neat but make sure the material is adequately compacted. Long, thin and bendy materials are best to use for initial weaving. Hazel, holly and willow branches are all recommended.
3. Future cuttings may be added to the hedge as the material begins to rot. Bramble and other ruderal plants are good materials to place on top as they are light and spacious.

Additional information can be found here:

- https://www.woodlands.co.uk/blog/woodland-activities/dead-hedging-wildlife-friendly-and-people-guiding/
- https://www.natureworks.org.uk/dead-hedge/

BIODIVERSITY ACTIONS & MAINTENANCE FOR LAPSTONE FARM AND TYWNAMS FIELD

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY	RAG
			1- 2	3 – 5	6 – 10			
To manage and improve woodland habitat	Deploy dormouse boxes on coppiced hazel.	To monitor hazel dormouse population and see if they can be encouraged to the site.	Deploy dormouse boxes and tubes across the wooded areas of the site. Location should be among the coppiced hazel and near scrub areas. Please note that a suitably experienced ecologist is required to set up this equipment.	Boxes and tubes maintained and checked between May – November. Please note, a licenced individual is required to conduct surveys.		Invite the Hampshire Dormouse Group, or similar organisation to conduct dormouse box and tubes surveys.	Low	
	Open up woodland through thinning and light pruning.	Allow more sunlight to reach the woodland floor, increasing the biodiversity of ground flora (including bluebell) to attract insects such as butterflies and bumblebees.	Improved structural and floral diversity. ***Management:*** The woodland could be thinned and some standards removed to allow more light onto the woodland floor. Sycamore in particular can be a problem as this comes into leaf early in the year and causes a lot of shading. It is recommended that sycamore is one of the first trees to be removed. Some bramble, holly and willow could be thinned in places where they have become dominant. Thinning should be carried out little and often, ensuring that not too much of the tree canopy is removed at a time to reduce the risk of windthrow. It is suggested that no more than 5% of the trees are			Botanical survey every 3-5 years.	High	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
			removed at any one time.					
	Regular coppicing on a rotational basis.	Create a varied structure suitable for a range of woodland species.	Improved structural and floral diversity. ***Management:*** Coppicing of hazel should be continued long-term to increase fruiting and provide additional food resource. Coppice in small coups in a mosaic pattern to create a varied age structure (adjacent coups should not be coppiced in consecutive years). The brash could be piled on top to deter deer browsing.	Rotational coppice.		Botanical survey every 3-5 years.	High	
	Retain and increase standing dead wood.	Retention of trees as habitat for invertebrates, birds and bats.	Any trees identified as hazardous retained as monoliths if safe to do so.	Additional holes could be drilled to create cavities and stimulate rotting.		N/a	Low	
	Erection of bird boxes for a range of species.	To provide additional nesting opportunities on the site for breeding birds.	A range of bird boxes should be installed and include a mix of standard, open-fronted bird boxes and starling boxes. Boxes should not be positioned too close together and attract a range of species such as blue tit *Cyanistes caeruleus*, robin *Erithacus rubecula* and starling *Sturnus vulgaris*. The boxes should be checked once a year during the late autumn/winter to remove old bedding. Any damaged boxes should be replaced.	Any damaged boxes should be replaced.	As previous.	Carry out annual bird box checks and woodland breeding bird survey. Data submitted to BTO nest Record Scheme, and Wildlife Trust.	Low	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
			Further information on bird boxes can be found in Appendix 7.					
	Provision of log piles.	Increased habitat for invertebrates and small mammals as well as providing hibernation habitat for amphibians and reptiles.	Creation of at least one log pile in a suitable area within the woodland. Use logs from broad-leaved trees of varying sizes. These should be partially buried in the ground in a semi-shaded area (i.e. somewhere warm enough for insects but not exposed to prolonged sunlight which can dry out the wood). Some logs should be positioned upright as this is suitable for stag beetles *Lucanus cervus* which lay their eggs into deadwood. Further information can be found in Appendix 7			N/a	Low	
	Provision of compost heaps.	Increased habitat for invertebrates, reptiles and small mammals	Can be created using cuttings from the grassland piled up into a heap.			N/a	Low	
	Provision of invertebrate houses.	Increased habitat for invertebrates.	Install invertebrate house “bug hotel” within rough grassland. Further information can be found in Appendix 7.			N/a	Low	
Maintain and increase the ecological value of the grassland habitats	Enhance areas of grassland, retaining areas of longer grass and increase floral diversity for wildlife.	Habitat for invertebrates, such as bees and butterflies as well as reptiles and	Reduce mowing frequency to allow wildflowers to grow and set-seed, particularly creating ecotones (transitional habitats) around woodland	Grassland with a mixture of grass and native wildflowers with no dominant species.	Grassland with a mixture of grass and native wildflowers with no dominant species.	Botanical survey every 3-5 years. Carry out surveys for invertebrates	High	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
		small mammals. Area for visitors to enjoy nature.	edge. Areas of long grass and wildflowers with no large ruderal species such as nettle, docks and thistles. ***Management:*** Year 1: Cut grass in March then leave to grow over the summer. In autumn remove any coarse grasses, ruderals and scrub & cut. Do not leave majority cut grass in-situ. Retain an area of approximately 25% uncut. Year 2: Cut when height between 10 – 15cm, then every 6 to 8 weeks, mostly removing the grass. Do not cut below 5cm. Avoid cutting during main flowering period (mid-May to July).	***Management:*** Year 3: Cut twice – once in late March/ early April, & once in late August/ early September. From Year 4: Adopt an annual mowing regime – cutting once in late August/ early September. Vary the time of the cut each year to allow late-flowering plants to set seeds in some years. Remove any coarse grasses, ruderals and scrub. Remove most grass cuttings from area.	***Management:*** Continue annual mowing regime, mowing alternate strips on a rotational basis, removing the cut grass from the area and not cutting below 5cm.	such as butterflies and bumblebees.		
	Control encroachment of scrub and ruderals.	Maintain areas of open grassland with an abundance of wildflowers for wildlife.	Repeated cutting of scrub and ruderal vegetation should be carried out to prevent these from dominating and out-competing wildflowers. All cuttings should be removed and added to a compost heap. Removal of cuttings will ensure that any wildflowers present are not smothered. The vegetation should not be cut to a height of less than 5cm. Ecotones should develop at the base of scrub at the	As previous.		Botanical survey every 3-5 years. Surveys for invertebrates such as butterflies and bumblebees.	Moderate	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
			edges, creating a transition from short grassland, to long grassland, to scrub and woodland.					
	Creation of wildflower areas.	To enhance floristic diversity of site and provide pollen and nectar sources for invertebrates.	Sow wildflower meadow in areas of amenity grassland and maintain with appropriate cutting regime to create areas of long grass and wildflowers with no large ruderal species such as nettle, docks and thistles. Plant native wildflower species such as common knapweed *Centaurea nigra*, oxeye daisy *Leucanthemum vulgare*, red campion *Silene dioica* and selfheal *Prunella vulgaris*. This could be created using a seed mixture, bee bombs or by using plug plants. More information on native species to plant can be found in Appendix 7. ***Management:*** Year 1: Late summer cut to no less than 5cm, then removal of cut material to keep nutrient levels low and encourage wildflower growth and seed germination. In autumn remove any weeds & cut. Year 2: Cut when height between 10 – 15cm, then every 6 to 8 weeks, always removing the grass.	Grassland with a mixture of grass and native wildflowers with no dominant species. ***Management:*** Year 3: Cut twice – once in late March/ early April, & once in late August/ early September. From Year 4: Adopt an annual mowing regime – cutting once in late August/ early September. Vary the time of the cut each year to allow late-flowering plants to set seeds in some years. Repeated cutting of nettlebed and ruderal vegetation. Remove grass cuttings from area. Mow alternate strips on a rotational basis with some areas left uncut so that any animals that are disturbed during the mowing have a safe refuge to retreat to.	Grassland with a mixture of grass and native wildflowers with no dominant species. ***Management:*** Continue annual mowing regime, mowing alternate strips on a rotational basis, removing the cut grass from the area and not cutting below 5cm.	Carry out baseline survey to check establishment of meadow plant species then survey every 3-5 years. Surveys for invertebrates such as butterflies and bumblebees.	Low	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
			Repeated cutting of nettlebed and ruderal vegetation to prevent these from dominating and out-competing the grasses and wildflowers.					
	Planting of perennial bulbs.	Provisioning of additional habitat and a food resource for a range of invertebrate and bird species. Snowdrops in particular can provide a late winter nectar and pollen source for early-emerging pollinators.	Bulb planting could be carried out in sunny locations between the woodland edges and fields of semi-improved grassland. Species could include bluebell, daffodil and snowdrop. More information on native species can be found in Appendix 7. ***Management:*** Regular management of grass and weeds around bulb planting.	As previous.		Carry out baseline survey to check establishment of bulbs then survey every 3-5 years.	Low	
Establish and maintain a freshwater habitat	Construct a pond.	To create habitat for freshwater plants, invertebrates and amphibians. Increase visitor interest and engagement.	Dig out a small area of land in a partially shaded area in the eastern or western sections of Lapstone Farm, line and introduce freshwater vegetation. Include low gradient banks, or shingle to assist with access/exit for animals. More information on pond construction and management can be found in Appendix 7.	Dig out additional ponds in the north-west part of Twynams Field. Produce interpretation boards to educate and engage the public and provide benches for recreation and well-being. Construct a boardwalk for public use and community engagement.	Replace and maintain infrastructure, interpretation boards, and boardwalk as necessary.	Conduct surveys for birds. Mammals, invertebrates and amphibians.	High	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
	Manage freshwater vegetation and surrounding trees and scrub.	To maintain biodiversity and reduce risk of dominant or invasive species. To ensure the pond remains only partially shaded.	Plant and sow native freshwater species, such as water mint *Mentha aquatica*. ***Management:*** Removal of dominant vegetation such as duckweed. Provide bins to deter littering and water contamination. Undertake coppicing if required.	Manage vegetation and ensure shade reaches no more than 60% of the water surface. Monitor species population of invertebrates and amphibians. ***Management:*** Remove dominant vegetation in late summer/early autumn. Work should be commenced in December/January to avoid breeding seasons of great crest newts. Further advice on protections afforded to great crested newts can be found on Great crested newts: protection and licences - GOV.UK (www.gov.uk). Monitor and remove non-native invasive plant species with contractors or the use of volunteers.	As previous.	Conduct botanical, Odonata and other freshwater invertebrate surveys.	High	
	Create a dead hedge around the pond.	To act as a natural barrier against the public and cattle.	Dead hedging involves weaving trimmed branches between posts in the ground.	Extend or add material where necessary.		N/a	Low	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	RAG
			1- 2	3 – 5	6 – 10			
		To create habitat and provide corridors for wildlife.	It is recommended to use the branches from onsite coppicing/pollarding. Potential involvement from volunteers. Additional information about constructing a dead hedge can be found in Appendix 7.					
	Invite specialist groups to survey.	Monitor populations of invertebrates and amphibians.		Record populations of amphibian, particularly great crested newt.		Invite Hampshire and Isle of Wight Amphibian and Reptile Group to conduct amphibian surveys.	Low	
Create an aesthetically pleasing wildlife rich landscape for visitors to enjoy and encourage recreational use and community engagement	Maintain access/path network across the site.	Ensure the path network is well-maintained to encourage visitors to the site.	Regular checks and review of path to ensure there is no encroachment of vegetation or otherwise inaccessible areas, enabling access throughout the site all year round. If desired, some areas of denser vegetation could be maintained to prevent people/dogs entering more sensitive areas.	As previous.	As previous.	Deploy counters to monitor usage of the site.	Moderate	
	Information exchange – contact local Wildlife Trust for press releases and suitable news articles on the site.	Awareness of wildlife issues e.g. effects of non-native species on local wildlife, value of wildlife gardening etc.	Regular articles in local magazines/newspapers or online on relevant topics e.g. encouraging appropriate disposal of garden waste.			Publications in magazine and webpage.	Low	
	Create a webpage for recording species and links to useful information and websites.	Increased engagement and sense of ownership of green spaces.	Develop page to allow submission of records and photos. Link to online recording system e.g. iRecord.	Update with articles or links to local/national projects and sightings of interest.		Webpage counter.	Low	
	Install additional signage and	Increased visitor interest and	Review of current, and installation of additional	Repair or replace as necessary.		N/a	Low	

Objective	Action	Outcome	Target (Years)			Monitoring Action	Priority	Rag
			1- 2	3 – 5	6 – 10			
	interpretation boards.	engagement.	signage and interpretation. Signage to include: path map and interpretation, local history and biodiversity of the site.					
	Hold a BioBlitz to increase knowledge of species found in the reserve .	Increased awareness of natural environment. Engagement with local community.		Organise day to hold BioBlitz, contacting local experts and organisations to help with species ID. Recruit volunteers to assist on day.	Hold BioBlitz. Disseminate results to participants.	Count of attendees.	Low	
	Encourage recording by residents.	Engagement with local community. Increased knowledge and understanding of local wildlife.	Promote national events such as 'big garden bird watch' and 'big butterfly count' to aid learning and then encourage people to use systems such as iRecord to submit their own records.	Use BioBlitz to further promote own recording and submission of records.		Number of species records.	Low	
Comply with health and safety requirements and all other statutes	Regular and appropriate health and safety inspections undertaken and recorded.	Health and safety requirements on site are complied with. Maintain safety of visitors.	A log of all visual checks and repair works to be maintained long-term. Regular surveys, particularly for dangerous trees. Ensure paths, gates and bridges are maintained. Any incidents of anti-social behaviour reported and reviewed.	Remove dangerous trees as necessary. Repair or replace as necessary.		Log of health and safety inspections and repair works. Dangerous tree report. Incident log.	High	
	Ensure that all works on site have permissions/consents in place prior to work commencing.	Compliance with these and other statues during their operations.	Consents available for inspection prior to work commencing.			Copies of consents and permissions held on file.	High	
	Ensure all volunteers	Maintain safety of	Provide consent forms and			Signed consent	High	

OBJECTIVE	ACTION	OUTCOME	TARGET (YEARS)			MONITORING ACTION	PRIORITY	RAG
			1- 2	3 – 5	6 – 10			
	have understanding of heath and safety procedures and they are fit and healthy to participate.	volunteers. Comply with health and safety regulations.	risk assessments for the site and task. Ensure everyone is in good health prior to task commencement.			forms held on file and confirmation of risk assessment viewing stored.		

FULL COUNCIL – 22 JANUARY 2024

UPPER BARN COPSE PLAY AREA LEVEL OF FUTURE PROVISION

1. RECOMMENDATIONS

1.1 That the Council considers the options below regarding the level of play provision at Upper Barn Copse;

1.2 That the Clerk be instructed to undertake community engagement on the Council's preferred option with residents; and

1.3 That the Council consider the outcome of community consultation before making a final decision on the level of play provision at its March meeting.

2. PURPOSE OF REPORT

2.1. The purpose of this report is to inform the Council of the results of the recent structural testing report for Upper Barn Copse play area, the cost for reinstatement works and provide proposed options moving forward.

3. BACKGROUND

3.1. The annual 2023 play area inspection for the Council's play areas was undertaken by The Play Inspection Company in September 23.

3.2. The report highlighted several moderate (amber) risks with recommendations for further structural testing of the timbers as many of them showed signs of rot.

3.3. Following receipt of the report, given the risk levels, the Operations Manager closed the play area, pending the results of a separate structural test report. This report is attached as **Appendix 1**.

3.4. During the closure of the play area, the Operations team attended the site several times to re-erect security fencing, as it was clear that members of the public had removed the fencing to use the play area as a 'cut through' to pass between the Crowdhill Green development and Sandy Lane.

3.5. Given the results of the latest report and concerns regarding the stability of the timber, the play area continues to be cordoned off, pending decision from Councillors on next steps.

4. PLAY AREA REPORT & STRUCTURE TEST RESULTS

4.1. An on-site resistograph test was completed by an independent inspector from the Play Inspection Company on 23 November 2023. The areas tested included the Entrance Feature, Basket Swing, Cradle Swing, Story Telling Area, Seesaw, Climbing Frame, Flat Seat Swing & Multi Play Unit.

4.2. The inspected noted evidence of splits and decay in the outer skin of most timbers on site.

4.3. An overview of the results of the inspection showed that the equipment requiring immediate attention included: -

- Cradle swing – decay to post 2, (replace)
- Flat seat swing - moderate decay to posts 1 & 3 (replace) & significant split on post 4 (Replace)
- Multi-play unit - moderate decay to posts 2, 4 & 5 (replace)

4.4. Considering the above, the Operations Manager has sought indicative quotes for remediation works as well as replacement equipment, and this is set out in the paragraph below.

5. FINANCIAL IMPLICATIONS

5.1. Approximately £5,500 is needed to rectify all the urgent elements above. Removal and replacement with new equipment will cost anywhere from £17,000 - £21,000.

5.2. The Council has £458 remaining in the Upper Barn Copse annual budget which will be needed to cover the hire of security fencing. The Council has allocated £1k to this site in next year's budget (this was set prior to receipt of the test results). Should the Council wish to divert all these funds to the repairs, a shortfall of £4,500 will need to be sought. This would mean that there will not be any maintenance funds for the site for the 2024/25 financial year.

6. OPTIONS

6.1. Given that the immediate costs of works exceed the budget currently held for this site and expenditure on this site will inevitably increase year-on-year as the other timbers continue to decay, the Council will need to consider the level of long-term provision.

6.2. A site location of the play area is set out in **Appendix 2**. This shows the location of the play area in comparison with the nearest (and newest) play area provided by the Council. The map clearly shows the proximity of the Crowdhill Green play area to this site. This is a newer and much larger play area with a wider variety of play equipment.

6.3. The site has been included as a potential site for the Tree and Bee Project which could provide a sensory, sustainable landscaped space for all residents to enjoy and to encourage local wildlife/creating a wildlife island for pollinating inspects and birds.

6.4. Given the location of the nearest play area, the cost of works and likely increase of costs on this site, the following options should be considered: -

Option 1	**Undertake immediate repair work**
Explanation	The Council commissions full repair of the equipment listed at paragraph 3 above, maintaining the status-quo.
Risks	The Council will need to undertake regular structural tests of the remaining timber as they continue to degrade over time. This will mean higher levels of expenditure on this site.

Benefits	The level of play equipment will remain for those residents currently using the site.
Estimated Costs	£4,500- 5,500 (from general reserves)

Option 2	**Part-decommission with enhancement works**
Explanation	The play equipment needing immediate repair is decommissioned. Removing the redundant and rotting fencing, opening the area to include new planters, shrubs and trees.
Risks	Those currently using the site will have less play equipment and a reduced level of play. This will however provide a new visitor experience with a formal landscaped area.
Benefits	Re-imagining the site to open to a wider community rather than under 10's and their families. More sustainable and cost-effective.
Estimated Costs	Cost of decommissioning works = this will be done in-house with the costs of disposal costing approximately £250. Where possible, wood will be repurposed for nature recovery projects. New planters/landscaping = depends on the size/extent of the scheme, but as a rough guide, planters (2m x 1m) cost approximately £150 to build, fill and plant.

Option 3	**Full decommission with redesign of the space**
Explanation	Full decommission and redesign of the space with focus on nature recovery and sensory experience.
Risks	Removes level of traditional play equipment from this site meaning residents will have to use the Crowdhill Green Play Area.
Benefits	Gives variety of community infrastructure and enables usage of a wider demographic of people.
Estimated Costs	Depends on the redesigned scheme. Some costs could be sought from EBC as part of the bee and tree corridor project.

7. COMMUNITY ENGAGEMENT

7.1. Removing play equipment, regardless of its age and level of usage can be a controversial decision.

7.2. Given this, a robust community engagement plan would need to be delivered before any final decision is made, taking on board the level of feeling, comments, and ideas from the community. The Clerk will lead on this with support from the Community Development Officer.

7.3. To gauge the level of usage of the play area, a straw poll was undertaken between 7-12 January 2024 on Facebook. With the following results: -

Question: Do you, your children or grandchildren regularly play at Upper Barn Copse play area? Total of 199 votes, with 64 voting yes (33%) and 135 voting 'no' (67%).

7.4. As this was just a simple straw poll, a robust engagement strategy will need to follow with the following consultation timescales: -

Activity	Timeframe	Lead Officer
Online survey on socials/website/e-bulletin	23 Jan – 23 February	CG/MS
On-site notices with QR code	23 Jan – 23 February	MJ
Letter drop with prepaid return envelopes to nearest residents	24 January 24	MS/SS
Results analysis	26 – 4 March	MS/SS
Present results to Council for decision	18 March 2024	MS

8. CLIMATE/ENVIRONMENT IMPLICATIONS

8.1. Regardless of what option the Council decides to implement, the site will form part of Eastleigh Borough Council's Bee and Tree Project. This project aims to increase biodiversity and provide more green infrastructure within the area enabling healthier lifestyles and wellbeing, as well as protecting local wildlife.

9. CRIME & DISORDER IMPLICATIONS

9.1. The site has been subject to low level anti-social behaviour over the last few years with littering more prevalent. Recently, the security fencing has been damaged due to residents wanting to gain access to the play area as it appears that it is used as a 'cut through' by the Crowdhill Green residents. This will need to be factored into any future design.

10. EQUALITY & DIVERSITY IMPLICATIONS

10.1. If the site is redesigned, it would allow greater access to a larger demographic not just under 10's and their families.

11. CONCLUSION

11.1. To ensure safe provision of community infrastructure, the Council will need to address the timber decay on the site by adopting one of the options above, following a robust community consultation exercise.

FOR FURTHER INFORMATION CONTACT

Melanie Stephens, Parish Clerk
Email: clerk@fairoak.gov.uk

On Site Resistograph Testing

Fair Oak & Horton Heath
Parish Council
@
Upper Barn Copse

the Play Inspection Company Ltd, Unit 5 Glenmore Business Park, Blackhill Road, Holton Heath, Poole, BH16 6NL

t: 01202 590675 e: info@playinspections.co.uk w: www.playinspections.co.uk

Introduction & Methodology

Resistograph testing is a 'non-destructive' timber decay detection method designed to help determine the internal condition of timber components. A specialist instrument is used to measure the resistance of the timber to the drilled needle to provide an assessment of the timber condition.
It is inevitable that each site we visit and every test we undertake will be unique. Unless we receive a very specific brief from our client, we will apply a general methodology and adapt as necessary to account for the specifics of each site and an initial assessment of the timbers. In the case of receiving a very specific brief we will undertake testing in accordance with this brief.

Our general methodology is based on undertaking testing on the main structural components of an item of equipment (posts, beams, crossbars) and testing these components in the most vulnerable location. In most test positions we will undertake two drills at 90 degrees to one another.

Initial Assessment – We will undertake an initial assessment of the test timbers by means of visual assessment, probing and tapping. This is to identify areas of obvious decay or any areas that present themselves as requiring further investigation such as black staining of the timber, soft timber sections, hollow sounding timbers or deterioration around splits in the timbers. Any areas where obvious and extensive decay is found will be noted but not tested, where decay is at such an advanced level a test is not necessary and quite often not possible where the timber will present no resistance to the drilled needle. Any areas that present themselves as requiring further investigation will be tested in additional to the methodology below.

Posts – Our default test position on a post will be at / just below ground level where the post is most susceptible to decay. Where post shoes are used, we will test the post at the lowest accessible point. All primary support posts will be drilled twice at 90 degrees to one another, some low level or secondary support posts may only be subjected to one drill per post.

Crossbars – We undertake a minimum of one test between each support / suspension point on crossbars, the exact location of the tests in relation to the supports / suspensions will be varied to provide a range of results. The tests may be undertaken in specific locations based on the initial assessment or site specifics.

Beams – All main structural beams will be tested; we will undertake one test for approximately every 1.0m of beam length. We will only test the main structural beams such as bridge support beams, smaller support beams such as platform support battens will not be included as part of our general methodology.

Site Specifics – Out test methodology is often affected by the specifics of each site. There will be instances where access is completely or partially restricted to the posts at ground level, where beams are fully or partially enclosed or where crossbars cannot be reached. We will endeavour to obtain test results wherever possible but will not partake in the dismantling of equipment and cannot guarantee access to components more than 2.5m above the adjacent standing surface.

Test Limitations

Resistograph testing should be undertaken alongside other methods of decay detection for timber structures. The testing is not a definitive test and is not intended to replace other decay detection methods such as probing or tapping, but to provide a more in-depth assessment where required. It is not necessary or feasible to undertake resistograph testing on all timber components, the test is intended for larger, structural timbers where the internal condition of the timber cannot be determined by external inspection. The results of the testing are specific to the exact drill location only, it is possible that undetected pockets of decay may be present above, below or around the drill locations. It is not prudent or possible to undertake tests at every position and cross section of a timber component.

Results Analysis

It should be noted that timber is a natural product and no two timbers or drill results will be the same, there will be peaks, troughs, and anomalies within the results due to the nature of the product. We will not provide a full analysis of the intricacies of each result. Our intention, however, is to identify areas of the timber where there is / are defects apparent of significant size that suggest there is decay or onset of decay within the timber. It is possible that some of the smaller defects highlighted are not decay but natural anomalies, such as splits in the timber, and will not deteriorate further.

It is common for the results to show a 'soft skin' where the needle enters and exits the timber, there is often evidence of a soft centre when the needle passes through the pith. The growth rings will often be evident within the results shown by the peaks and troughs of the graph.

We will provide a written summary of the results followed by each individual drill result. The results graphs will be highlighted where necessary, this may be manually by the inspector or automatically by the built in 'wood inspector'. Details of the 'wood inspector' defect will be given in the summary in the top right corner of the page. The defects or developing defects will be referred to as 'cavities' in the results.

Our written summary will refer to all results that show evidence of a defect or cause for comment. Results that show no evidence of defects may not be referred to within our summary.

Note:

Early Needle Retraction – The drilling process is occasionally interrupted resulting in an 'early needle retraction'. This can occur for different reasons but is often due to the needle encountering an unusually hard object during the test such as a steel support inside the timber. This is also common when there is significant decay within the timber, the needle may retract after a period of little or no drilling resistance when it re-encounters sound hard timber.

Upper Barn Copse

Brief

Undertake on site resistograph testing on the Entrance Feature, Basket Swing, Cradle Swing, Story Telling Area, Seesaw, Climbing Frame, Flat Seat Swing & Multi Play Unit

Customer Order Number: Not Known

Site Address: Upper Barn Copse, Fair Oak, SO50 8DB

Date & Time: 23.11.2023 @ 08:30

Inspectors Name: Chris Buss (RPII Annual Inspector)

Climatic Conditions: Overcast

Surface Conditions: Damp

Temerature: 12 degrees celcius

Note: It was noted that there was evidence of minor splits and decay in the outer skin of the majority of timbers on site.

Item 1 Overview
Entrance Feature

Installation Date: 2010
Surface Type: Grass / Bitmac

Scope of Works
The item is supported by two timber posts each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of decay under the union of Post 2.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at midpoints including around union of Post 2.

Item 1 Timber Identification
Entrance Feature

Item 1 Results
Entrance Feature

Results Summary

Minor Decay – Post 2 Union (Monitor)

Item 2 Overview
Basket Swing

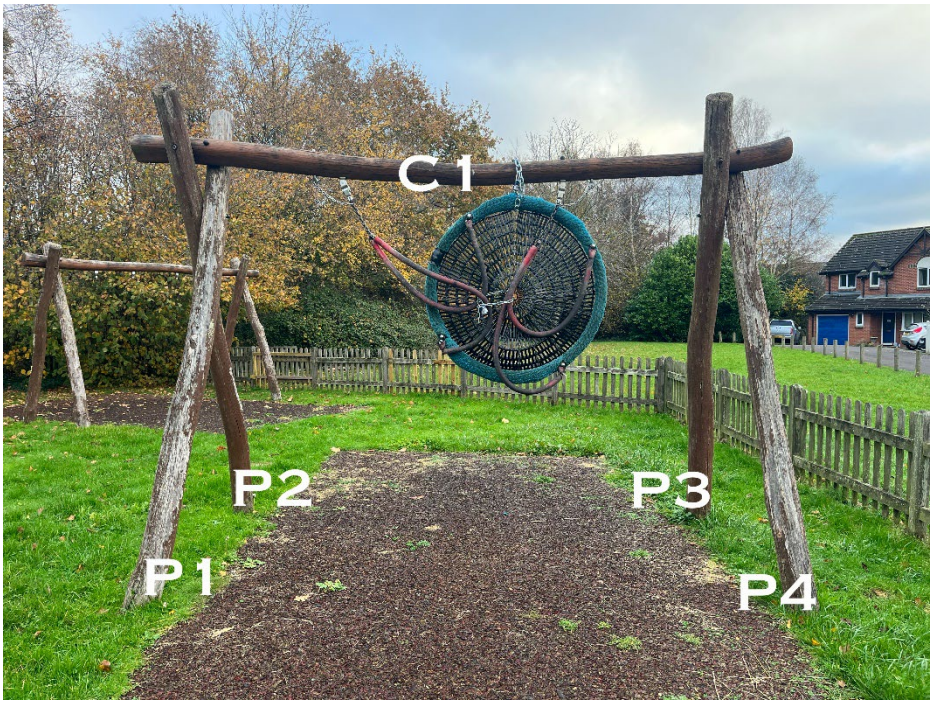
Installation Date: Not Identified
Surface Type: Grass / Bonded Rubber Mulch

Scope of Works
The item is supported by four timber posts and one timber crossbar each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of significant decay in the post tops, the decay does not appear to be affecting the crossbar fixing points at this stage.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at midpoints including some post tops.

Item 2 Timber Identification
Basket Swing



Item 2 Results
Basket Swing

Results Summary

Moderate Decay – Post Tops (Monitor)

Item 3 Overview
Cradle Seat Swing

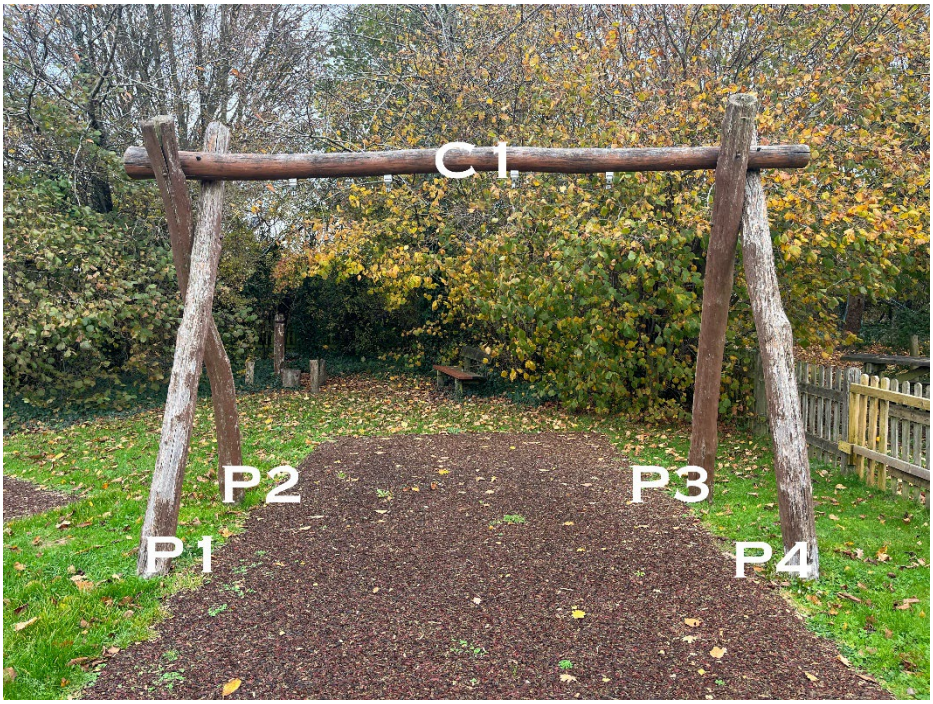
Installation Date: Not Identified
Surface Type: Grass / Bonded Rubber Mulch

Scope of Works
The item is supported by four timber posts and one timber crossbar each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of significant decay in the post tops, the decay does not appear to be affecting the crossbar fixing points at this stage. There is a significant split at the top of Post 2, we would recommend the post is replaced. The general condition of the timbers appears worse than the site in general including the evidence of decay in the outer skins and the splits, there is also evidence of some voids in the timbers and fungus growth.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at midpoints including around some splits and voids and some post tops.

Item 3 Timber Identification
Cradle Seat Swing



Item 3 Results
Cradle Seat Swing

Results Summary

Minor Decay – Post 4 (Monitor)

Moderate Decay – Post Tops (Monitor)

Moderate Decay – Post 2 (Replace)

Item 4 Overview
Story Telling Area

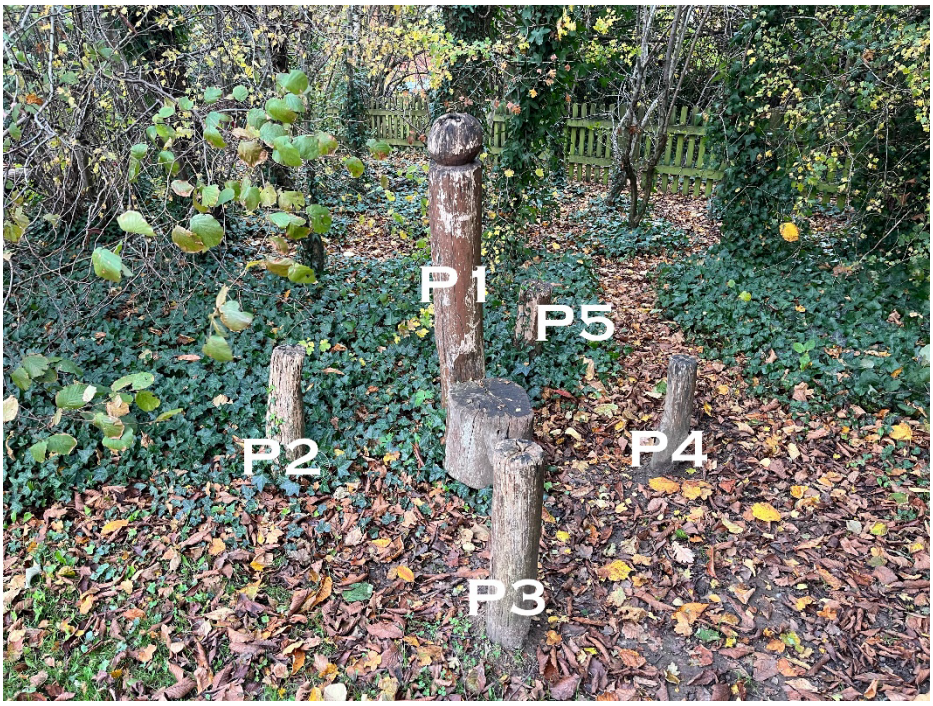
Installation Date: 2010
Surface Type: Forest Floor

Scope of Works
The item is supported by five timber posts each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of decay in the post tops. There appear to be damaged / missing components.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at midpoints including around some splits and voids and some post tops.

Item 4 Timber Identification
Story Telling Area



Item 4 Results
Story Telling Area

Results Summary

No defects identified.

Item 5 Overview
Seesaw

Installation Date: Not Identified
Surface Type: Bonded Rubber Mulch

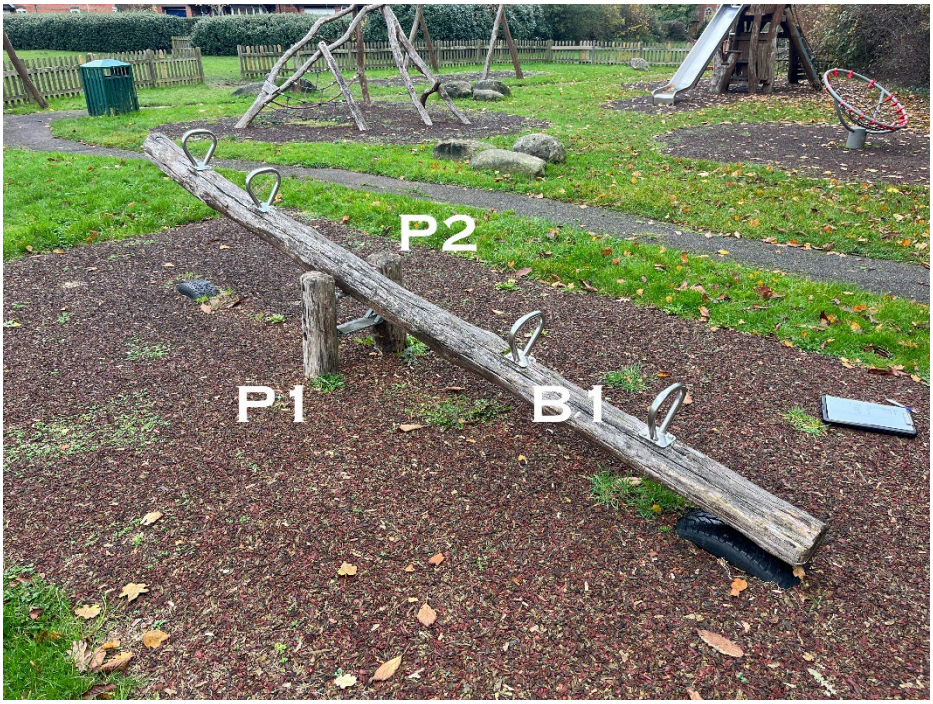
Scope of Works
The item is supported by two timber posts and one beam each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of damage / decay in the post tops.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at the post tops.

Item 5 Timber Identification

Seesaw



Item 5 Results
Seesaw

Results Summary

No defects identified.

Item 6 Overview
Climbing Frame

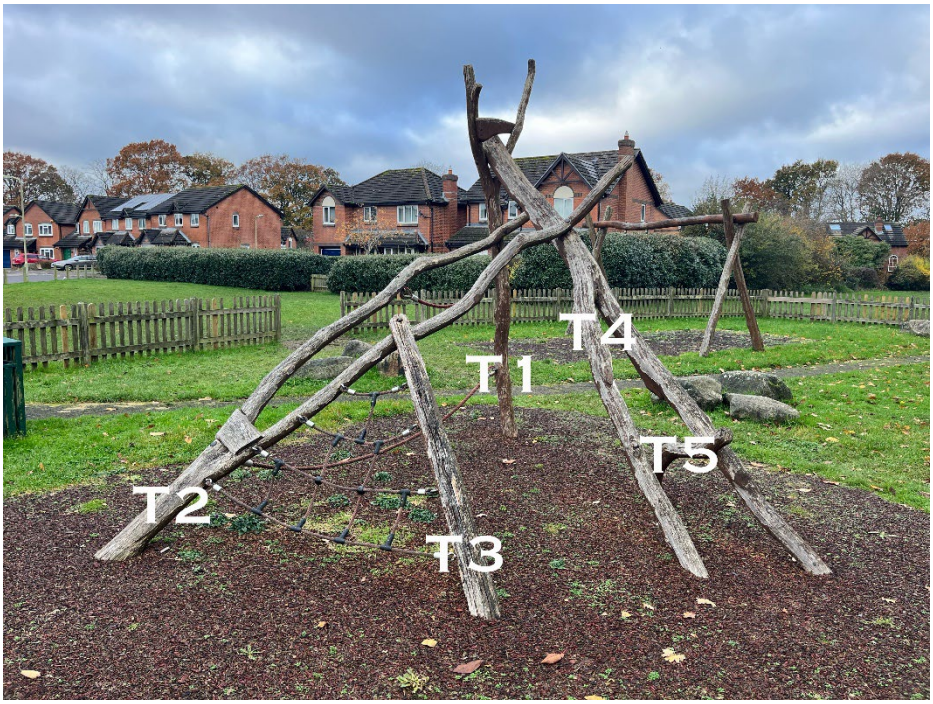
Installation Date: 2010
Surface Type: Bonded Rubber Mulch

Scope of Works
The item is supported by five timbers each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
Timber T3 appeared to be in generally worse condition than the remainder of the unit.

Item Methodology
The timbers are a cross between a post and a beam, two drills were undertaken around ground level and additional drills equating to approximately one drill every metre were undertaken.

Item 6 Timber Identification
Climbing Frame



Item 6 Results
Climbing Frame

Results Summary

No defects identified.

Item 7 Overview
Flat Seat Swing

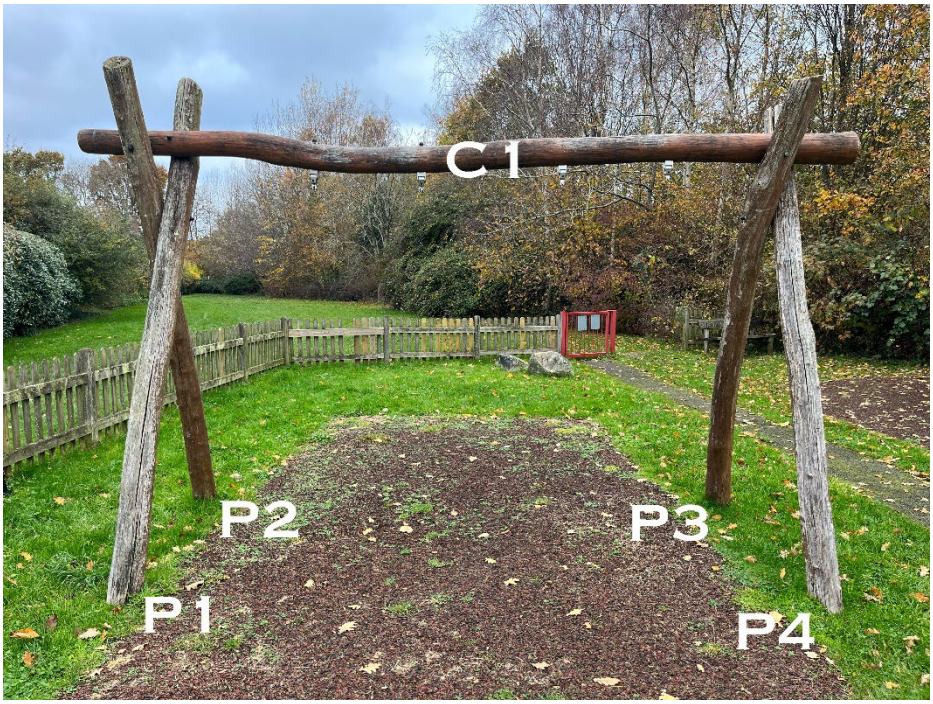
Installation Date: Not Identified
Surface Type: Grass / Bonded Rubber Mulch

Scope of Works
The item is supported by four timber posts and one timber crossbar each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

Initial Timber Assessment
There is evidence of decay in Post 1 at ground level. There is a significant split at the top of Post 4, we would recommend the post is replaced.

Item Methodology
Standard methodology was adopted. Additional drills undertaken at midpoints.

Item 7 Timber Identification
Flat Seat Swing



Item 7 Results
Flat Seat Swing

Results Summary

Minor Decay – Crossbar 1 (Monitor)

Moderate Decay – Post 1 & 3 (Replace)

Significant Split – Post 4 (Replace)

Item 8 Overview
Multi Play Unit

Installation Date: Not Identified
Surface Type: Bonded Rubber Mulch

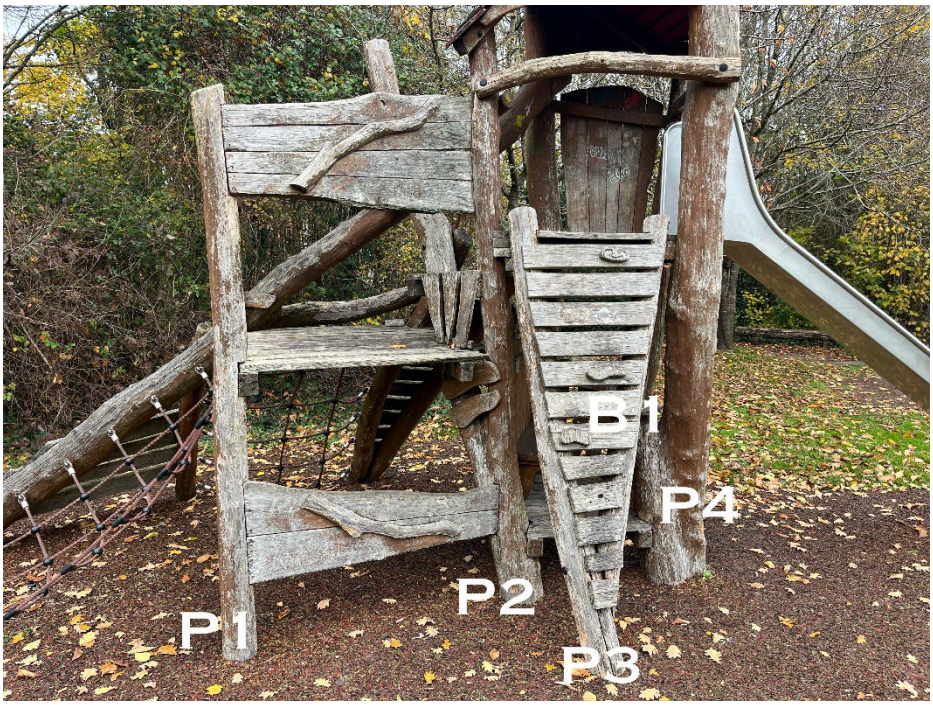
Scope of Works
The item is supported by nine timber posts (some become post / beam cross) and two beams each requiring testing, the remainder of the structure would not normally fall within the scope of testing.

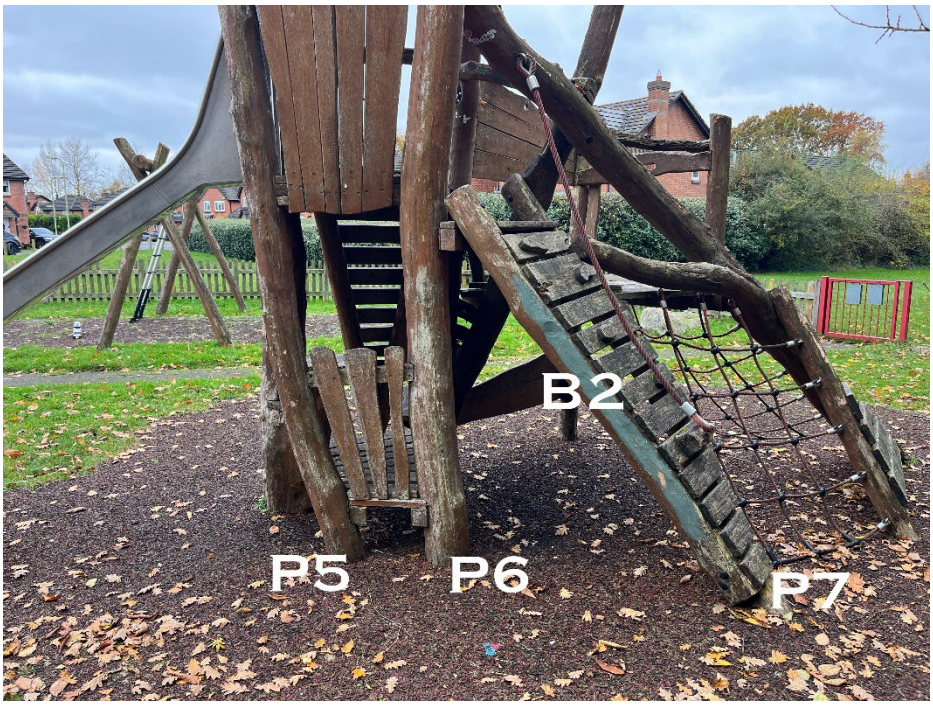
Initial Timber Assessment
There is evidence of decay in the timber slats.

Item Methodology
Standard methodology was adopted. Additional drills were undertaken where the timbers are a cross between a post and a beam, two drills were undertaken around ground level and additional drills equating to approximately one drill every metre were undertaken. Additional drills were also undertaken at midpoints on the posts.

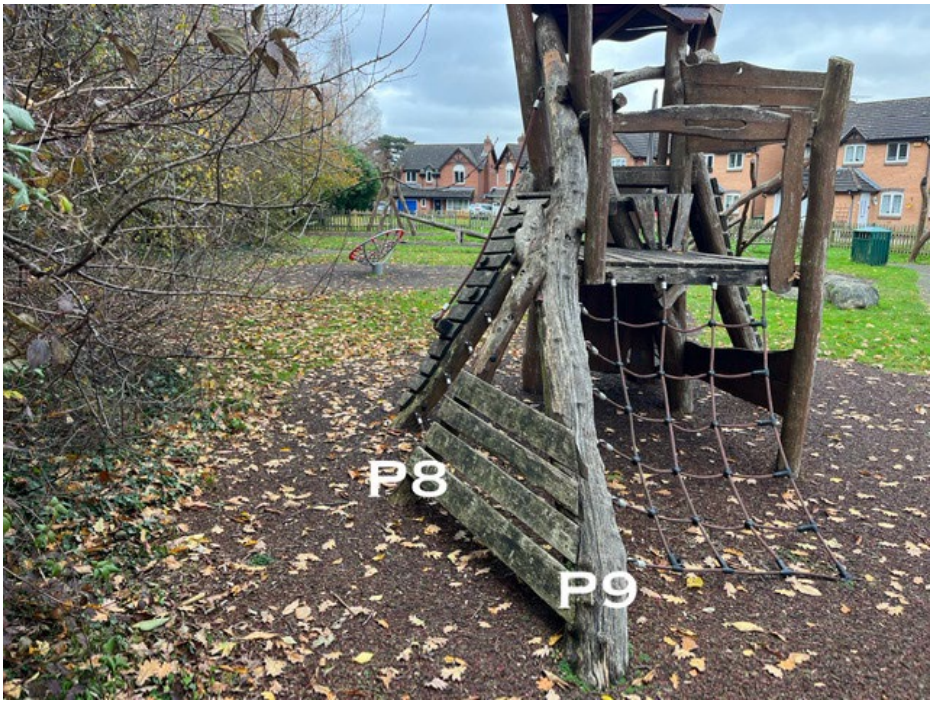
Item 8 Timber Identification

Multi Play Unit





Item 8 Timber Identification
Multi Play Unit



Item 8 Results
Multi Play Unit

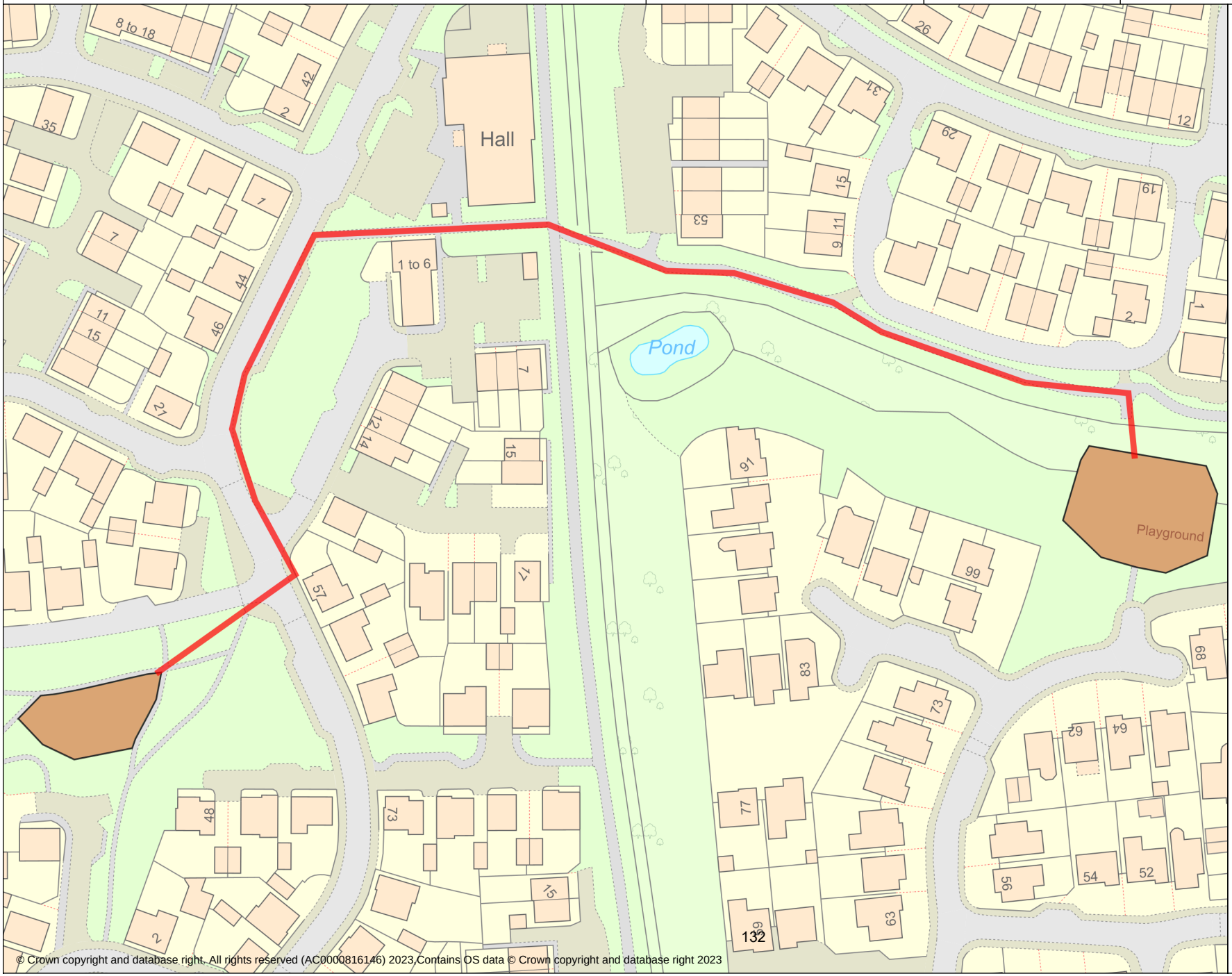
Results Summary

Minor Decay – Post 9 (Monitor)

Moderate Decay – Posts 2, 4 & 5 (Replace)

Upper Barn Copse to Crowdhill play area	Fair Oak and Horton Heath	
341m distance	**Author:** M. Johnson	0 10 20 30 40m
	Date: 21/12/2023	Scale: 1:1250

PARISH ONLINE



Parish

Playground Areas

JANUARY 2024			
ITEM	**OBJECTIVE**	**METHOD**	**LEAD OFFICER**
Wildlife Audit Assessments	To receive the HIOWWT wildlife audit and recommendations	Report	**Clerk**
Meeting dates	To agree meeting dates for 24/25	Report	**Clerk**
Upper Barn Copse Play Area	To consider the level of play provision at Upper Barn Copse Play Area	Report	**Clerk/Operations Manager**
Community Development Update	To receive a presentation from the Community Development Officer on proposed projects	Presentation	**CDO/Clerk**
FEBRUARY 2024			
ITEM	**OBJECTIVE**	**METHOD**	**LEAD OFFICER**
Employee Handbook	To review and adopt the handbook	Report	**Clerk**
Crowdhill Green - Nature trail using remainer PA monies	To consider project proposal	Report	**Clerk**
Bee & Tree Corridor Project	To agree a project proposal for a cross boundary bee and tree project	Report	**Clerk**
Cemetery Review	To review cemetery procedures	Report	**Clerk/Admin Officer**
Café Update	To receive an update on progress	Report	**Clerk**
MARCH 2024			
ITEM	**OBJECTIVE**	**METHOD**	**LEAD OFFICER**
Data Protection/GDPR Policy	To review the current document	Report	**Clerk/Deputy Clerk**
Access to Information Policy	To review the current document	Report	**Deputy Clerk**
Information Policy	To review the current document	Report	**Deputy Clerk**
Volunteer Policy	To review the current document	Report	**Clerk/CDO**

Children & Vulnerable Adult Protec	To review the current document	Report	**Clerk**
Green Flag Award Status for KP & NCP	To consider steps needed to achieve GF award status at KP	Report	**Clerk/Operations Manager**
APRIL 2024			
ITEM	**OBJECTIVE**	**METHOD**	**LEAD OFFICER**
Internal Auditor Report	To consider the recommendations of the internal auditor	Report	**Finance Officer**
Fixed Asset Register	To review and approve the Fixed Asset Register	Report	**Finance Officer**
Café Post Project Evaluation	To review the café project including the budget	Report	**Clerk**
Community Engagement Strategy	To review the Current document	Report	**Clerk/CDO**
Corporate Action Plan	To adopt the Action Plan following community consultation	Report	**Clerk**
MAY 2024			
ITEM	**OBJECTIVE**	**METHOD**	**LEAD OFFICER**
Membership of Committees	To appoint members to committees	Report	**Clerk**
Standing Orders	To adopt Standing Orders	Report	**Clerk**
Final Accounts	To approve the Final Accounts for year end	Report	**Finance Officer**
Annual Governance Report	To approve the AGAR	Report	**Finance Officer**
Corporate Social Responsibility Policy/Sustainability Policy	Adopt CSR	Report	**Deputy Clerk**

F

FAIR OAK & HORTON HEATH PARISH COUNCIL MEETING DATES 2024- 2025

MONTH	DATE	COMMITTEE
May 2024	20	Annual Council at 6.00 pm
June 2024	17	Full Council at 6.00 pm
July 2024	5	Finance Committee at 10.00 am
	15	Full Council at 6.00 pm
August 2024	**NO SCHEDULED MEETINGS**	
September 2024	3	Budget Task & Finish Group at 10.00am (projects)
	16	Full Council at 6.00 pm
October 2024	21	Full Council at 6.00 pm
	28	Budget Task & Finish Group at 10.00 am
November 2024	18	Full Council at 6.00 pm
	25	Budget Task & Finish Group at 10.00 am
December 2024	6	Finance Committee at 10.00 am
	16	Full Council at 6.00 pm
January 2025	20	Full Council at 6.00 pm
February 2025	17	Full Council at 6.00 pm
March 2025	7	Finance Committee at 10.00 am
	17	Full Council at 6.00 pm
April 2025	21	Parish Assembly at 5.00 pm
	21	Full Council on the rising of the Parish Assembly
May 2025	19	Full Council at 6.00 pm

NB:

- Planning applications are considered by the delegated officers (following email consultation with all Council members) as per current delegated arrangements*. Major developments will be deferred to Full Council.

- All meetings held in the Parish Office, 2 Knowle Park Lane, Fair Oak unless otherwise stated.

*For the purposes of transparency - all planning comments submitted to Eastleigh Borough Council will continue to be published on the Parish Council's website and are noted at every Full Council meeting.