

Public time:

- a. 3 residents gave feedback on concerns over the tennis club lighting that has been poorly installed. The first explained they felt Laverstoke was v hospitable to outside clubs/organisations but that the PC should be focused solely on parishioners. They were unhappy citing: village and woods had been lit, lights visible from their house, inability to watch sun setting, destruction of night time environment counter to CPRE guidance, impact on wildlife we are also looking to encourage e.g. bats, government regulation and lighting should not have been used by WTC to recruit a coach. Wrt communications they felt that they should have been invited individually to a meeting and News&Views was inadequate consultation. They felt the PC had been incorrectly informed about the lights and hadn't acted in the residents' interest. They requested the lights need to be removed or permanently switched off.
- b. The second newer resident was concerned about hazard to wildlife, spoiling of summer evenings, increased traffic from recent activity, unawareness of resident's meeting but not sports facilities themselves. They had reviewed the September minutes where the lights were approved and seen that a reference to an extraordinary meeting had been held in August but there were no related tennis minutes. {The clerk had incorrectly referenced the Extraordinary Aug meeting which had been for a planning and finance matter, instead of the July meeting.}
- c. The third parishioner agreed with previous sentiments and felt especially concerned the PC hadn't shared plans individually. They appreciated Howard from WTC coming to speak with them last week but expressed concern that a children's tennis coach had been brought in on basis of flexible use of lighting. They felt that there were too many lights and removing lights would be unachievable with light design so there was no option but to remove them. They stressed they wanted tennis happening but not with lighting having such a devastating impact.

A discussion followed. The PC explained that the tennis club were still working on the installation, it was work in progress and the lights can be angled and adjusted to shine in the courts only. Cows could also be used. The PC had expected the lights to be correct (as per the illumination of court technical specification) from switch on and that what we have currently is not what was agreed. Also, the PC had agreed with WTC for the lights to be used on Tuesdays and Thursdays plus occasional matches.

Laverstoke Lane is a blend of residential one side and sports facilities the other side. In the Portals days the sports facilities were all lit and houses were then purchased on the basis that people could not object to the lights. However, one of the residents felt the previous lighting had been more targeted and softly lit and that the use of the grounds then was very different to today.

Action: The PC will continue to work with WTC to see if the lights can only light the tennis court, they will clarify tennis club use, look at the usage of the newsletter and how they communicate on projects and raise inconsiderate

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parking by tennis parents with WTC. The PC will consider the other points raised by residents.

1. **Apologies for Absence:** none

In attendance: Bob Hough, Jo Probut, Charlie Seligman, David Ellis, James Bretel, Andrew White, Diccon Harvey

2. **Declarations of interest** Bob: Men's Shed; David: PCC & Millennium Green; Charlie: PCC & tennis club; Diccon: archery club; James planning ref: 21/00743/HSE

3. **Signature and approval of minutes** of PC Meeting on 13 March 2020

4. **Maintenance Items**

- 4.1 A date is needed for the next village clear up in conjunction with the Millennium Green. Sat 8th May is proposed by PC. **Action:** get agreement from Millennium Green
- 4.2 On Sat 19th June at 6 a.m. Bob is going to clean B3400 bridge railings. There should be v little traffic at this time but we need to road spot too. Andrew, Jo and Nicky agreed to help
- 4.3 A resident has complained that drain cleared mud at Priory Lane is being slung on slope **Action:** Nicky to raise with HCC
- 4.4 SSE have rewired to the pavilion electricity board. They said it had not been dangerous but was indeed old and tatty.

5. **Playground inspection charging**

The originally proposed £500 p.a. playground inspection charge by B&D has been reduced to £250. It was discussed that the PC could perhaps share the cost with the Millennium Green and see how this works for a year. Bob proposed and James seconded this. **Action:** Millennium Green to discuss and come back to the PC to confirm. For VAT efficiency perhaps PC would pay and Mill. Green be given reduced playground insurance grant.

6. **Freefolk Car Park** – PC solicitors have reviewed and amended the Heads of Terms but they may not have addressed Sovereign's points. Also, the church needs to discuss doing all the maintenance on their proposed 'new' area. The solicitor raised a query on public benefit. It was considered that the benefit is that the PC is enabling parking for village residents which will reduce wider parking problems; the cost is covered by Sovereign; the PC avoids liability on what otherwise would be PC waste land and the parish benefits by avoiding future liabilities. To avoid back and forth with solicitors it was felt a quick zoom call would work well to finalise Heads of Terms. James agreed to join for the PC **Action:** arrange a zoom meeting with PC and church representatives, Sovereign and our respective solicitors. Church needs to agree what they think about latest heads of terms. PC solicitor needs to confirm whether a colleague internally can undertake church review work without a conflict of interest. (Separate solicitors would add complexity.)

7. **Permissive Footpath Project**

Diccon outlined a couple of plans for improving footpaths (FP) in the area:

- 7.1 Firstly, a plan for improving FP access between Laverstoke and Freefolk. He is proposing to walk through 3 scenarios (bronze, silver and gold) with the landowner. A permissive path would be clearly signed as such and closed one day a year. The bronze would simply be coming off B3400 and avoiding puddle areas, the silver would be linking current FP {situated opposite Manor Cottages} along the B3400 pavement with a gentle slope and the gold would involve a linking path

that goes all the way to Canterbury Cottage and includes steps up to the pavement.

- 7.2 Secondly, and more generally, to improve FP routes from east to west, to open up more of the lovely countryside (and possibly near the river) in a way that is sensitive to needs of older population, farmers and landowners. (Landowners no longer have support for looking after their FPs.) The FP network is going to be fixed in 2026 and we have the opportunity to 1. Open old disused paths, 2. get paths moved e.g. from busy working farm yards and 3. Create new permissive routes. Consideration would need to be given to insurance and responsibility for trees. L&F parish is too small physically to do this on our own – we'd have very short paths! This will therefore require working with our neighbouring PCs, B&D, HCC Countryside service and any interest groups e.g. Overton walkers, Overton Harriers and research any available Government funding programmes.

Diccon proposed and Bob seconded to scope expanding the FP network through permissive routes primarily by finding old lapsed routes or establishing new ones, with the agreement of local landowners. **Action:** Contact Whitchurch and Overton PCs in the first instance. Also ask for any volunteers in the newsletter to help with scoping.

8. **Covid-19 update (National lockdown, last eased 12 April):** £250 remaining grant ideas. The Keep Test Valley Beautiful (KTVB) incinerator campaign group had previously donated funds for covid hardship. It was discussed that planting blossom trees as a along the Millennium Green boundary and also at Manor Cottages corner might be a fitting reminder/marker of this pandemic. The councillors thought this was a good idea. A resident had also suggested planting an apple orchard in the Quiet Garden where a number of trees have died, to the Millennium Green team. Maybe this could be considered as one bigger project **Action:** check with KTVB incinerator people that planting trees is acceptable use of funds
9. **Climate Change:** Watercress & Winterbournes project has a 'Save every Drop' water saving campaign taking place 1 May – 30 Sept. in conjunction with Southern Water. It aims to reduce water taken from our chalk streams and reduce household water use from an average 131l/per person/day to 100. There will an opportunity for household surveys of water use and water saving gadgets that can be fitted. **Action:** include in newsletter when have more info

10. PC Risk management register

- 10.1 David & James have been helping Nicky to finalise the risk Registers. For the PC they have reviewed all possible risks and looked at our mitigations. The biggest risks are trees and members interests before mitigation. David said after mitigation the two biggest issues are trees and losing the nursery. There was discussion over the fact that we had mitigated over the past year for covid risk by not opening LRH beyond the nursery and of course following government guidelines. **Actions** arising: We need to have a regular tree condition report (James mentioned using the Gov common sense approach to frequency and David suggested focussing on the trees in higher risk positions), review members interest forms annually, start a walk about asset review (Nicky and James), review standing orders and code of conduct annually, clerk to consult with an IT company on PC record storage & laptop setup, create clerk handover doc in case of business continuity issue, consider election reserve, ensure banking mandates up to date & value LRH every 5 years (therefore next in 2022).

- 10.2 For LRH main concerns are roof, chair storage, mower storage, water leaks.

Actions arising include: Review of the LRH formal fire risk assessment (Nicky & James), investigate separate water meter for PC, chase electrical test. We have a separate Covid risk assessment for LRH that includes ordering new cleaning items before opening up to new hirers e.g. new soap dispensers & safety notices

It was proposed to accept the risk registers by James with Diccon seconding. All were in agreement

11. Confirm May AGM/Parish Meeting and June PC Meeting

Coronavirus law enables online meetings until 7th May. HALC advises May meeting (which is PC AGM and annual parish meeting) is held prior to this. However, a resident has fed back that they would like to meet face to face. The hall is being used for the elections on 6th May and can possibly be opened to other hirers from 17th May but it is expected full opening up to be from 21st June. The councillors discussed where and how to meet given current social distancing requirements. A blended approach, half on zoom and half in the hall, was mooted but rejected on grounds wifi infrastructure may not be good enough. It was felt meeting outside in May was too weather dependent. Meeting indoors could mean there was not enough space to accommodate all attendees in the hall leading to risk the meeting could be inquorate. On balance, it was felt more appropriate to use a zoom call with telephone only facility for residents without internet. Bob proposed and Andrew seconded 4th May meeting to be held on zoom with telephone joiners and 22nd June meeting in hall, with fall back to meeting outside (in June). All in agreement. (David apologised in advance for June meeting) **Action:** Test zoom dial-in with residents

12. Community Site update

- 12.1 **Pavilion** – Men's Shed considering 17th May opening with 6 attendees a.m. & p.m.

- 12.2 **LRH re-opening** to other hirers beyond nursery was discussed. There is a 31st July 90th birthday party request. Sports hirers may be able to start earlier than 21st June, if still interested, but it was felt to be a pragmatic date to re-start for all hire. Bob thought that re-enforcing the Ts & Cs and the deposit scheme would be important (if someone hasn't cleaned then they lose their deposit because professional cleaners would be needed.)

Action: Revamp Ts & Cs

- 12.3 **Archery/Tennis area** – There was further discussion on tennis light glare issue. There is to be a meeting on Thursday at 9pm on court with Howard from WTC to review and start fixing the light position. Bob has already explained ramifications of not finding resolution to Howard. Bob, David, Andrew, James and Jo can attend meeting. It was raised as to what the position of the council would be if, after all mitigations, a solution cannot be found. Could the lights be switched off? Some Cllrs thought that was so. Some felt that not all residents were opposed to the lighting. It was noted that there are Cllrs who are also affected residents, that there is history of resident and tennis club tension and that compromises would be needed. There has also been kick-back against previous projects e.g. Bombay Sapphire development. **Action:** Overall, it was felt that the PC needed to have a clear stance and have clear communication with residents. Bob to email Howard to clarify position - the Tennis club should only turn the lights on for testing purposes (not playing) until the PC is happy that the light spill is contained. The lights should be tested starting at 90 degrees working upwards on Thursday. Cows

should be tried to ascertain if they reduce glare. Gels should be considered to introduce a yellower/softer light.

- 12.4 **Archery club** have emailed to say 4 bosses were on the ground on Monday and one had been set alight. They had also wanted to know if they could progress a range lighting plan but have been told to hold off.

13. Finance

- 13.1 March 21 finance summary - see below table where items in red are those that have changed over prior month (excluding totals). Amounts over £100 ex VAT in:
Income: Watership Down Nursery rent £708.33; B&D Final tennis practice grant £2485.98
Outgoing: EON £126.31; HMRC VAT £159.13; CNG £113.70; Clerk Jan Pay £402.63 (£362.37PC+£40.26CC); PA & MF Housden £1200; WTC tennis project invoice £622.2

Transfers from CC to PC: VAT on PC purchases paid by HMRC into CC account £412.15; Transfer of cost of goods bought on PC debit card during year for CC £245.54

Looking at the amounts raised/spent vs budgets for the PC for the year:

We were over on PC professional fees mainly because we bought a new version of Arnold-Baker PC admin book and a zoom subscription, both at just under £120
Grants budget was offset by reduction in amount paid for SID.

Overall total revenue was £500 over budget due to the covid grant

Overall total expenditure £280 under budget.

Looking at the amounts raised/spent vs budgets for the CC for the year:

We received grants for small business covid £10k which we weren't expecting and £2486 final tranche of tennis grant.

We increased the nursery hire amount from January 2021. However, receipts from other hirers only totalled £200

We were more efficient and getting in the utilities contribution from the nursery i.e. generally billing within a month of last Q of bills so got in 5 periods in last yr.

Insurance on LRH included a Kingfisher contribution which is in receipts

Overall revenue was way over budget due to grant

Overall total expenditure was up mainly due to the residual tennis projects costs for which PC received grant (leaving us in neutral tennis project situation)

- 13.2 Approval of payments over £250 (excl. pre-authorised) – none as water bill still being worked on **Action:** to organize meeting with Kingfisher to discuss water and insurance and other maintenance items

14. Correspondence

- 14.1 Parking at entrance to Florence Portal Close - seems to be resolved
14.2 HALC guidance note on coronavirus legislation and Parish Meetings and PC AGMs
14.3 B&D SID proposed deployments. PC and Bombay Sapphire will pay for 6 outings each and be moved around the parish
14.4 B&D LIF Practice Tennis project final grant payment – project payments have been reconciled with no cost to the parish

15. Planning

- 15.1 Ref: 21/00743/HSE - 12A Laverstoke Lane, Laverstoke. RG28 7NY Proposal: New front entrance porch and infill extension to the front elevation. This is a

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resubmission of formerly approved porch application to improve porch size. (redesigned to be wider but with similar proportions, in keeping with local aesthetics.) New plan is overall of a very slightly smaller footprint. PC looked at plans, discussed and no comments to be made

Next PC meeting: AGM & Parish Meeting on Tues 4 May 2021 at 7.30pm online. If a member of the public wishes to join please contact laverstokeclerk@gmail.com or 07725 368012

Sign.....Date.....

Draft

Laverstoke and Freefolk Parish Council Meeting 13 April 2021 Minutes

Laverstoke & Freefolk Parish Council					
Month:	March	Year	2020/21		
	(Mnth 12 of 12)				
Income and Expenditure Statement (Cash basis)					
		Parish Council		Lady Rose Hall/Community Site	
		Year to Date	Full year	Year to Date	Full year
		Actual	Budget	Actual	Budget tbc
		£	£	£	£
Precept		10,000	10,000	-	n/a
Grants		334	334	12,486	
Donation*		500		-	
Hall Hire - Nursery		n/a	n/a	6,831	6,723
Hall Hire & deposits - Other		n/a	n/a	200	887
Other Rent (WTC & Archers)		n/a	n/a	1,903	1,903
Other income (PC- interest, CC- WDN utilities, Kingf insur)		2	20	2,236	1,627
Income		10,836	10,354	23,656	11,140
Salary/Newsletter/utills		4,587	4,543	463	463
Training		-		n/a	
Insurance		521	765	1,797	587
Professional fees		1,047	750	55	13
Grounds Maint.		1,196	1,560	353	500
Street Lighting		352	343	n/a	n/a
Street Furniture		-	-	n/a	n/a
SID Management		345	707	n/a	n/a
Other expenses		220	159	n/a	n/a
Cleaning		n/a	n/a	-	200
Utilities		n/a	n/a	1,826	2,108
Bldgs Repair/Maint.		n/a	n/a	1,110	1,000
Bldgs Planned Maint.		n/a	n/a	508	796
Rates		n/a	n/a	-	-
Running costs		8,268	8,827	6,112	5,667
Grants Made*		1,696	1,450	-	-
Project cost			-	2,536	-
Net Vat		34		- 157	-
Total Expenditure		9,997	10,277	8,491	5,667
Net income/(cost)		839	77	15,165	5,473
		As at end:	Full year	As at end:	Full year
		March	Budget	March	Budget
		£	£	£	£
Cash reserves					
b/f @31.3.20		5,104	5,053	44,750.77	44,751
Movement		839	77	15,165	5,473
Cash reserves c/f		5,943	5,130	59,916	50,224
* NB £250 of donation has been awarded as a grant					