

Laverstoke and Freefolk Parish Council Meeting 6 June 2023 Minutes

Public Time

- a) A member of the public commented on nettles overhanging the pavement from Canterbury Cottage towards Manor Cottages and also low hanging branches from the corner garden at Manor Cottages. The clerk had requested the latter be cleared.

Borough Councillor update

- b) There's a new borough council coalition with 31 'opposition' Cllrs and 23 conservative Cllrs. The cabinet is composed of 4 liberals and 4 independent Cllrs.
- c) Portals site update – the majority of residents' meeting attendees want to see the 45-acre brownfield site for housing and retention of the Station Road lagoons. The ward Cllrs are pushing to get the portals site included in local plan housing numbers (within B&D quota of 18k through to 2038) and want to get the Portals Ltd owners to the table. Currently Whitchurch is targeted with 310 new homes and Overton 260. Overton now only want to use the portals site. Land ownership is becoming clearer e.g RHS of Station Hill all way to Hannington Road is owned by Portals Paper Ltd. Since water abstraction has stopped, the water table has been impacted and 2 natural springs have re-appeared in Station Road. Contamination issues on the site will be down to Portals/developer to clear and could take several years. Colin is meeting with SW Rail. The potholed station access road is owned by Portals Ltd and he is asking HCC to adopt the road and SWR the car park.
- d) Colin is now the B&D rep for Wessex Area AONB.

County Cllr update – written report from Juliet Henderson

- e) Potholes and other road defects are one of the worst issues for HCC. Rain/freeze/thaw cycles and high ground water levels have been problematic right into May. 40k temporary infills were completed Dec-Feb and additional Govt. money means 39k more have been budgeted for over summer.
- f) Hants. network of Repair Café's have been promoted in a Big Fix campaign encouraging people to visit their local repair café to fix items rather than throw them away.
- g) For children starting school in Sept 23, HCC are encouraging parents to think ahead about how they will be travelling. School transport is available subject to eligibility criteria, with 31 July deadline for applications
- h) HCC Countryside Service are asking everyone spending time outdoors to be 'tick aware' given ticks can cause serious illnesses such as Lyme disease.

1. **Apologies for Absence:** Jayne Hudson, Andrew White
In attendance: David Ellis, Jo Probut, Julia Chedgey, Diccon Harvey, Jim Marsh
2. **Declarations of interest** - David: PCC, Millennium Green; Jim: tennis club; Diccon: archery club
3. **Signature & approval of Minutes PC AGM 12 May 2023** - approved and signed
4. **Maintenance items inc Basketball hoop.**
 - 4.1. Steve Probut has removed the damaged basketball net and is investigating getting it welded, alternatively investigate replacement options. It was suggested a no 'slam dunk' sign be added.
5. Risk assessment, Standing Order's, Finance Regs **Action:** circulate and discuss in working party call before bringing back to full council
6. Project List

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- 6.1. Footpaths – Julia is meeting with HCC ranger to walk footpaths and review the ‘furniture’ eg stiles, on 13 June
- 6.2. Rough car park scrape – tbd
- 6.3. Repairs of LRH wall and steps – starting tomorrow. Safety fencing has been put up. Letter to residents being posted tonight and notices clipped to fence. **Action:** Structural assessment needed for LRH toilet lintel.
- 6.4. Football lights. Jo emailed to chase but not heard anything
- 6.5. Tree Condition Survey – **Action:** Nicky to get underway
- 6.6. Manor Cottage – **Action:** email Bob re tree/rewild plan
- 6.7. Grass cutting in wildflower archery area – **Action:** check re. VAT
7. **Community Site Updates:**
 - 7.1. **Pavilion including latest on licences and Fire Risk Assessment quotes.** PC is awaiting reply from WTC to its offer of a short-term licence including agreement on use of lights for 2 days per week, should appeal be successful.
The PC has had 2 fire risk assessment quotes. Southern Fire Protection was £425 + vat and Fire Skills £295. Jayne proposed and David seconded to go ahead with Fire Skills assessment.
 - 7.2. **LRH including nursery licence.** Nicky & David met with nursery owner recently to review how things are going, including having a legal review of licence. Recent quote indicated likely to be £600. PC discussed. David proposed, Jo seconded and all agreed to move ahead with review. **Action:** organise review
 - 7.3. **Archery and tennis area** – archers happy to share cost of wildflower cut. Orchids have appeared towards pond end so we’ll need to cut around. All agreed to go ahead at £335 + vat. The archers have had a more people walking through the field recently since the footpath has become overgrown. Someone even opened the locked gate and walked through while archers were shooting. **Action:** Julia to talk to HCC ranger re getting the footpath cut. Review the archery signs. Include warning in newsletter
8. **Finance**
 - 8.1. **Finance report for April and May 2023** – see table at end of minutes
 - 8.2. Items over £100:

Laverstoke & Freefolk Parish Council

Items over £100

Reporting Year: Year to 31 March 2024 (1 of 12)
Month: April 2023

Sum of Net Supplier	Description	Months	Total
British Gas	Electricity	Apr	£(199.98)
	Gas	Apr	£(201.07)
Clerk	Clerk salary	Apr	£(376.68)
Ryan Dickinson Plumbing & Heating Ltd	Plumbing	Apr	£(430.00)
Starboard Systems	Accounting software	Apr	£(172.80)
Basingstoke & Deane Borough Council	Precept & grants	Apr	£ 5,511.77
HMRC E VAT	HMRC VAT	Apr	£(121.81)
Persephone Dennis	Hall hire deposit	Apr	£ 100.00

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Laverstoke & Freefolk Parish Council

Items over £100

Reporting Year: Year to 31 March 2024 (2 of 12)
Month: May 2023

Sum of Net Supplier	Description	Months	Total
British Gas	Electricity	May	£(210.26)
Clerk	Clerk salary	May	£(376.68)
HALC	HALC subscription	May	£(212.67)
The little Yoga Company	Hall hire	May	£ 125.00
Watership Down Nursery	Nursery rent	May	£ 1,484.28
Scofell	Grounds maintenance	May	£(170.92)
Hampshire County Council	Streetlighting	May	£(294.45)
HMRC E VAT	HMRC VAT	May	£(376.60)
Paul Reynolds	Audit internal	May	£(275.00)
Brandon Elliott	Hall hire	May	£ 100.00
Camilia Kristian	Deposit return	May	£(100.00)
Drains in Motion	Plumbing	May	£(160.00)
Usaid Mahmood	Hall hire	May	£ 183.33
	Hall hire deposit	May	£ 100.00

8.3. Cyber insurance – details will be sent from Gallagher of £368 policy. **Action:** forward to cllrs for review

8.4. Clerk salary – Must go up from £9.91 per hr as National Living Wage has increased to £10.42 from 1 April. PC budgeted for £10.56 ph for 9.75 hours per week. David proposed and Jo seconded moving to budgeted increase, all agreed.

8.5. **Approval of Payments over £250:** none

9. Correspondence

9.1. Mayor Civic Service – 11 Jun

9.2. Various have been received thanking PC and volunteers re. Coronation event. Jo added thanks to Nicky, on behalf of everyone for successful event coordination.

10. Planning

10.1. **Ref: 23/01091/FUL 15 May 2023.** Land To West Of Manor Farm House, Freefolk. Proposal: Erection of a potting shed and greenhouse. Discussed, no comments to be made.

10.2. **Ref: 23/01219/HSE.** Longhouse, London Road, Freefolk, Hampshire RG28 7NW. Proposal: Erection of a garage with a home office (Amendment to design approved under BDB/73890). Discussed, no comments to be made.

10.3. **Ref: 23/01265/FUL & 23/01266/LBC.** The Bombay Sapphire Distillery, Laverstoke Mill. Proposal: 2 proposed louvered vents to match others installed on site at = both mezzanine and first floor levels. Removal of glass panes from existing windows and installation of = blanking panels to accommodate ductwork and pipework. Repair and refurbishment of existing windows. 7no. pipes of diameter = less than 100mm to run vertically up the face of Building 26 to above = existing eaves level. Discussed, no comments to be made

Next PC meeting: 7 June at 7.30pm in Lady Rose Hall.

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

Laverstoke and Freefolk Parish Council Meeting 6 June 2023 Minutes

Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2024 (1 of 12)

Income and Expenditure Statement (Cash basis)

Month: April 2023

All £	Parish Council				Community Site				Total		
	Month	YTD	Full year Budget	Budget Remaining	Month	YTD	Full year Budget	Budget Remaining	Month	YTD	Full year Budget
Precept	5,000	5,000	10,000	5,000	-	-	-	-	5,000	5,000	10,000
Grants	512	512	340	(172)	-	-	-	-	512	512	340
Donations	-	-	-	-	-	-	-	-	-	-	-
Hall Hire - Nursery	-	-	-	-	-	-	9,635	9,635	-	-	9,635
Hall Hire - Other	-	-	-	-	-	-	1,900	1,900	-	-	1,900
Hall Hire deposit	-	-	-	-	100	100	-	(100)	100	100	-
Cost Recoveries	-	-	-	-	-	-	4,356	4,356	-	-	4,356
Site Rent	-	-	-	-	-	-	1,943	1,943	-	-	1,943
Other Income	-	-	9	9	-	-	-	-	-	-	9
Interest Income	3	3	-	(3)	-	-	-	-	3	3	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total Income	5,515	5,515	10,349	4,834	100	100	17,834	17,734	5,615	5,615	28,183
Contribution	-	-	850	850	-	-	(850)	(850)	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	850	850	-	-	(850)	(850)	-	-	-
Salary/Newsletter	(377)	(377)	(5,056)	(4,679)	(42)	(42)	(550)	(508)	(419)	(419)	(5,606)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(299)	(299)	-	-	(2,807)	(2,807)	-	-	(3,106)
Professional fees	-	-	(757)	(757)	-	-	(14)	(14)	-	-	(771)
IT costs	(174)	(174)	(313)	(139)	-	-	(64)	(64)	(174)	(174)	(377)
Grounds Maint.	-	-	(1,477)	(1,477)	-	-	(872)	(872)	-	-	(2,349)
Street Lighting & Furniture	-	-	(598)	(598)	-	-	-	-	-	-	(598)
SID Management	-	-	(732)	(732)	-	-	-	-	-	-	(732)
Utilities	-	-	-	-	(494)	(494)	(4,815)	(4,321)	(494)	(494)	(4,815)
Bldgs Repair/Maint.	-	-	-	-	(430)	(430)	(7,850)	(7,420)	(430)	(430)	(7,850)
Bldgs Planned Maint.	-	-	-	-	(19)	(19)	(837)	(818)	(19)	(19)	(837)
Equipment	-	-	-	-	-	-	(600)	(600)	-	-	(600)
Cleaning	-	-	-	-	-	-	-	-	-	-	-
Other expenses	(109)	(109)	(374)	(265)	(5)	(5)	(566)	(561)	(114)	(114)	(940)
Total Expenses	(660)	(660)	(9,606)	(8,946)	(990)	(990)	(18,975)	(17,985)	(1,651)	(1,651)	(28,581)
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)
Project costs	-	-	(600)	(600)	-	-	(5,000)	(5,000)	-	-	(5,600)
Net Vat	(49)	(49)	-	49	(242)	(242)	-	242	(291)	(291)	-
Net cash Movement	4,806	4,806	93	(4,713)	(1,132)	(1,132)	(6,991)	(5,859)	3,673	3,673	(6,898)
Reserves/cash b/f	4,785	4,785	5,147	362	66,745	66,745	63,459	(3,287)	71,530	71,530	68,606
Reserves/cash c/f	9,591	9,591	5,240	(4,351)	65,613	65,613	56,468	(9,146)	75,204	75,204	61,708

Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2024 (2 of 12)

Income and Expenditure Statement (Cash basis)

Month: May 2023

All £	Parish Council				Community Site				Total		
	Month	YTD	Full year Budget	Budget Remaining	Month	YTD	Full year Budget	Budget Remaining	Month	YTD	Full year Budget
Precept	-	5,000	10,000	5,000	-	-	-	-	-	5,000	10,000
Grants	-	512	340	(172)	-	-	-	-	-	512	340
Donations	-	-	-	-	-	-	-	-	-	-	-
Hall Hire - Nursery	-	-	-	-	1,484	1,484	9,635	8,151	1,484	1,484	9,635
Hall Hire - Other	-	-	-	-	503	503	1,900	1,397	503	503	1,900
Hall Hire deposit	-	-	-	-	-	100	-	(100)	-	100	-
Cost Recoveries	-	-	-	-	-	-	4,356	4,356	-	-	4,356
Site Rent	-	-	-	-	-	-	1,943	1,943	-	-	1,943
Other Income	-	-	9	9	-	-	-	-	-	-	9
Interest Income	8	11	-	(11)	-	-	-	-	8	11	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total Income	8	5,523	10,349	4,826	1,988	2,088	17,834	15,746	1,996	7,611	28,183
Contribution	-	-	850	850	-	-	(850)	(850)	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	850	850	-	-	(850)	(850)	-	-	-
Salary/Newsletter	(419)	(796)	(5,056)	(4,260)	(45)	(87)	(550)	(463)	(464)	(883)	(5,606)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(299)	(299)	-	-	(2,807)	(2,807)	-	-	(3,106)
Professional fees	(488)	(488)	(757)	(269)	-	-	(14)	(14)	(488)	(488)	(771)
IT costs	(2)	(176)	(313)	(137)	-	-	(64)	(64)	(2)	(176)	(377)
Grounds Maint.	(171)	(171)	(1,477)	(1,306)	-	-	(872)	(872)	(171)	(171)	(2,349)
Street Lighting & Furniture	(294)	(294)	(598)	(304)	-	-	-	-	(294)	(294)	(598)
SID Management	-	-	(732)	(732)	-	-	-	-	-	-	(732)
Utilities	-	-	-	-	(210)	(705)	(4,815)	(4,110)	(210)	(705)	(4,815)
Bldgs Repair/Maint.	-	-	-	-	(160)	(590)	(7,850)	(7,260)	(160)	(590)	(7,850)
Bldgs Planned Maint.	-	-	-	-	(57)	(76)	(837)	(761)	(57)	(76)	(837)
Equipment	-	-	-	-	(21)	(21)	(600)	(579)	(21)	(21)	(600)
Cleaning	-	-	-	-	(14)	(14)	-	14	(14)	(14)	-
Other expenses	(198)	(307)	(374)	(67)	(5)	(10)	(566)	(556)	(203)	(317)	(940)
Total Expenses	(1,572)	(2,232)	(9,606)	(7,374)	(513)	(1,503)	(18,975)	(17,472)	(2,084)	(3,735)	(28,581)
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)
Project costs	-	-	(600)	(600)	-	-	(5,000)	(5,000)	-	-	(5,600)
Net Vat	(79)	(128)	-	128	(53)	(294)	-	294	(132)	(422)	-
Net cash Movement	(1,643)	3,163	93	(3,070)	1,422	290	(6,991)	(7,281)	(220)	3,453	(6,898)
Reserves/cash b/f	9,591	4,785	5,147	362	65,613	66,745	63,459	(3,287)	75,204	71,530	68,606
Reserves/cash c/f	7,948	7,948	5,240	(2,708)	67,036	67,036	56,468	(10,568)	74,983	74,983	61,708