

Laverstoke and Freefolk Parish Council AGM 12 May 2023 Minutes

1. **Apologies for Absence:** none
In attendance: David Ellis, Jo Probut, Andrew White, Jayne Hudson, Julia Chedghey
2. **Appointment of Chair** – David Ellis was proposed by Jayne & Julia seconded, all agreed.
Appointment of Deputy Chair – Jo was proposed by Jayne & Andrew seconded, all agreed.
3. **Co-option of Councillors** – Jim Marsh and Diccon Harvey who were councillors until 9 May 23 were both proposed for co-option by Andrew and seconded by Julia, all agreed.
4. **Declarations of interest** - David: PCC, Millennium Green;
5. **Signature & approval of Minutes 4 April 2023** - approved and signed
6. **Maintenance items inc HCC footpath meeting.**
 - 6.1. Bombay Sapphire's CSR day was spent clearing and tidying around the parish. 14 staff completed a long list of cleaning, clearing and litter picking tasks including in the playground, pavilion and LRH. David thanked them by buying them all a drink afterwards. Nicky has emailed thanks too.
 - 6.2. Footpath meeting - Julia and Nicky have met with our HCC Community Engagement Ranger Corrinne David-Cooke. She explained that they are looking for volunteers for footpath monitoring and provide training. Landowners are responsible for gates and stiles. As the latter can no longer be installed, kissing gates are the alternative. There is a first come first served grant available to land owners or the PC for use on Hants Rights of Way. Julia thought that the tricky stile at Bere Mill by the curtilage wall would qualify with a new gate. This would enable disabled access too. **Action:** organise meeting with Bere Mill to progress
 - 6.3. LRH wall project – Kingfisher have agreed to contribute £810 towards the costs beyond the S106 grant. Phil Bond has confirmed he'll be starting work in June
 - 6.4. Jo's successful rogue textile bin campaign meant the bin was removed before the 14-day removal limit we had set.
7. **Community Site Updates:**
 - 7.1. **Pavilion including licences** – Cllrs have recently had meetings regarding the pavilion licences with the Borough ward Cllrs, solicitors & De La Rue. David proposed and Andrew seconded moving further discussion to confidential session. All agreed.
 - 7.2. **LRH** – Pest control activities have now ceased following successful outcome. Drains have had to be cleared recently. A resident has kindly tidied the flower bed at the front of LRH and confirmed that the Hypericum is coming to the end of its life. They suggest this is replaced at the end of the season. They also mentioned clearing the green area to the side of the ramp and laying it with gravel to extend car parking. The Cllrs discussed and felt this was better left green but tidied up.
 - 7.3. **Archery and tennis area** – awaiting to hear from archers regarding sharing costs on cutting wildflower area. Scofell quoted £670
8. **Approval of draft Safeguarding Children and Vulnerable Adults** policy was discussed and agreed by all. **Action:** Request copy of the policies from all Community Site clubs, nursery and Kingfisher
9. **Finance**
 - 9.1. **Accounts for the year ending March 31 2023** had been circulated as per table at end of minutes
 - 9.2. **Finance report for April 23** – to be provided with May report
 - 9.3. **Check on conflicts of interest with BDO LLP (external auditors)** – councillors confirmed they had no conflicts
 - 9.4. **Annual Governance Statement** had been circulated prior to the meeting and was also read out. Jayne proposed and Andrew seconded approving them for 2022/23. All agreed.
 - 9.5. **Annual Accounting Statement** had been circulated prior to meeting. Jo proposed and Julia seconded approval of the 2022/23 statement. All agreed.

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9.6. **Payments over £250 approved:** P Reynolds £275; HCC Streetlights £294.45

10. **Correspondence** – election purdah precluded much correspondence over the past month

11. **Planning** – no plans to review.

Statement of accounts for year end 31 March 2023:

Laverstoke & Freefolk Parish Council STATEMENT OF ACCOUNTS			
	RECEIPTS	PAYMENTS	
Opening Balance			
Balance at Bank	65,927.33		
Cash in Hand			
Precept	9,945.00		
Grants - PC	2,390.37		
Grants - CC			
Hall Hire - Nursery	8,870.16		
Hall Hire - Other	2,306.78		
Site Rent	1,943.33		
Hall hire deposit	500.00		
Cost Recoveries - CC	3,812.99		
Donation - PC			
Donation - CC			
HMRC Refund	221.58		
Other Income - PC	22.65		
Other Income - CC			
Misc. Receipts - PC			
Misc. Receipts - CC	66.93		
Precept Contrib from CC			
Cost Transfer to CC	-250.00		
Cost Transfer to PC	250.00		
VAT transfer to CC		-819.36	
VAT Transfer to PC		819.36	
Clerk Salary - PC		4,507.83	
Clerk Salary - CC		500.83	
Clerk Expenses - PC		194.40	
Clerk Expenses - CC		21.60	
HMRC PAYE/NIC Payment		12.20	
Grounds Maintenance - PC		1,768.00	
Street Lighting - PC		434.26	
Street Furniture - PC		38.28	
SID Management - PC		690.00	
Grounds Maintenance - CC		163.01	
Planned Maintenance - CC		526.24	
Repairs/Maintenance - CC		2,665.17	
Equipment - CC		407.49	
Cleaning - CC		43.42	
Utilities - CC		3,986.16	
Rates - CC			
Insurance - PC		280.94	
Insurance - CC		2,551.95	
Audit Fees - PC		450.00	
Professional Fees - PC		212.49	
IT Costs - PC		539.90	
Professional Fees - CC		763.00	
IT Costs - CC		41.88	
Training - PC			
Stationery - PC		365.40	
Contribution to PC Budget			
Bank Charges - PC		96.00	
Bank Charges - CC		60.00	
Misc. Costs - PC		2,072.03	
Misc. Costs - CC			
HMRC VAT Payment		1,093.36	
Grants Made		957.61	
Project Cost - PC		355.00	
Project Cost - CC			
VAT	2,850.86	1,529.11	
	32,930.65	27,327.56	
Closing Balances:			
Balances in Bank Account		71,530.42	
Cash in Hand			
TOTAL	98,857.98	98,857.98	

The above statement represents fairly the financial position of the council as at 31 Mar 2023

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

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