

Laverstoke and Freefolk Parish Council Meeting 4 July 2023 Minutes

Public Time

- a) A resident reported that Priory Lane storm drains had just been cleared following a call to borough council. A vehicle had also swept up to 40mph limit. However, B3400 junction needs sweeping following stones being washed down. **Action:** follow up with road sweep request to HCC. They also mentioned recent planning applications and the Millennium Green. The PC explained a charitable trust had been set up to manage the green area, and in particular the village playground – a well-used village amenity that had been sold to the trust by portals in the past. The PC has therefore continued to support the playground with grant funds. We have a lot of facilities which affects the precept our community pays.
- b) **Bombay Sapphire update** – Helen Coles reported that there was no real news since their last attendance. They are getting busier coming into the summer holidays, will start opening on Thursdays through to the end of August and possibly Wednesdays too. The café can be used informally by walk-in locals. Rooms are available to rent for events. Kerry Quinn updated that the production side is going well and they are currently planning Christmas!

Borough Councillor update

- c) Cllr Karen Watts updated the meeting acknowledging firstly that the tennis club planning appeal for lights had been successful. She is building her knowledge of the ward requirements and advised there is £2k funding available per ward cllr for projects. Portals site is still not sold and residents favour making the now dried up lagoons to be a nature reserve.

County Councillor update – written report from Cllr Juliet Henderson

- d) HCC will have additional funding to increase speed/scope of road repair programme - £7.5million in each of 23/24, 24/25 and 25/26. Also there'll be change of approach so when a single repair is made, smaller repairs nearby are filled at the same time. Be aware that repair teams may schedule road closure/works but have to reprioritise if there is an emergency.
- e) HCC has budget consultation looking at its services in light of cost cutting needed, considering statutory services and more importantly those that aren't statutory. {Included in July News&Views} Recycling - residents are being asked to separate their waste ahead of a visit to a Household Waste Recycling Centre (HWRC) to reuse/recycle more and to reduce landfill. HCC also are appointing a Nature Recovery lead.

1. **Apologies for Absence:** Julia Chedgey, Jim Marsh

In attendance: David Ellis, Jo Probut, Jayne Hudson, Andrew White, Diccon Harvey

2. **Declarations of interest** - David: PCC, Millennium Green; Diccon: archery club

3. **Signature & approval of Minutes 6 June 2023** - approved and signed

4. **Maintenance** – overhanging pavement vegetation at Manor Cottages has kindly been cut by a neighbouring property.

5. **Project List incl. car park walling**

- 5.1. Car park wall – all going well with phase one nearly finished – steps wall repaired, new brick pillar and back of car park wall replacement capping. B&D have also confirmed they have raised the payment for the works to date. Phase one to complete when fencing is erected.

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6. **Consideration of pub as Asset of Community Value** – Diccon has raised that the PC should consider listing the pub as an asset of Community Value. This would give advance notice of planning and disposal. It was discussed that there would be value in understanding more about this **Action:** Diccon to gather further information
7. **Community Site Updates:**
 - 7.1. **LRH incl. approval of amended nursery licence and monthly terms**
 - 7.1.1. Toilet in Kingfisher undercroft requires a steel lintel and a structural engineer has quoted £295 to design. David proposed to go ahead, Andrew seconded and all agreed. Diccon then proposed and Andrew seconded that due to holidays we need delegated authority for clerk to instruct builder to install up to a cost of £2k. All agreed
 - 7.1.2. A solicitor has reviewed the nursery licence and suggested a couple of straightforward changes. We have also consulted with the HALC VAT expert and now should re-engage with nursery owner regarding 1 Aug rent increase and updated licence. The PC discussed offering a 5.1% increase (£800 a month), down from the originally proposed 8%, to reflect the extra cost of the VAT treatment of utilities (20% rather than 5%, given unmetered separate supply). It was also debated that nursery are important to the parish and that PC should absorb vat errors to end of 2022 but H1 supply to be at 20%. Jayne proposed this, Jo seconded and all agreed.
 - 7.2. **Archery and tennis area** - The tennis planning appeal was disappointingly approved. The PC's dispute with WTC is that the lights are not what the PC approved and timing usage was not as agreed. They are in breach of the pavilion room licence and that is not changed by planning. The relationship has been damaged, they did not consult on the disputed issues after being turned down by the Borough Council and the PC's position has not changed. The Cllrs discussed that we should celebrate that the children are still playing tennis and that the courts are being used. However, this has to be on a sustainable footing and working with residents.
 - 7.3. **Pavilion including latest on licences, drain survey, fire risk assessment & insurance.**
 - 7.3.1. **Pavilion surveys and assessments**
 - 7.3.1.1. Background: the pavilion was derelict when the PC took it over. The DLR focus at the time was what is now LRH/Kingfisher. The pavilion is a tired, 1960s wooden building that is not reparable in the long term – it will have to be demolished at some point. What then should we use the site for and can we safely patch it up in the meantime? The PC would need to consult over the future of the site. The 300 person Parish has effectively 3 village halls (LRH, Kingfisher and LRH undercroft) and it is questionable as to whether the Parish needs a fourth building. Various scenarios were debated. For example, immediate closure (implications including potential cost of demolition and rates); current users could finance interim safety repairs; new uses could be found for the site e.g. scouting or café in pre-fab type building. Consultation with the community would be needed regarding the longer-term use of the building. Implications for raising grants given length of the head lease currently remaining and the liability that then arises for future maintenance were also mooted. **Action:** organise working party to consider future consultation
 - 7.3.1.2. Building Surveys. The Fire risk assessment indicates requirement for better housekeeping, signage and new extinguishers so should be relatively inexpensive to sort out. However, the drains report shows they are blocked, have collapsed and sewage may be leaking under the building. The drains can't be used any longer and we need to consider alternatives e.g. for upcoming Strawberry Sunday

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event. **Action:** All users need to be informed of immediate cessation of use of toilets. A gap in the ceiling has been identified and the councillors raised their concern that asbestos from the water tanks in the roof void should be checked asap before the building is further used. Jayne proposed and Diccon seconded temporary closure of the building pending investigation. All agreed. **Action:** communicate with TVMS and solicitor immediately

7.3.2. **Insurance** – The PC has received a quote to add pavilion insurance onto its own policy to replace TVMS policy. It will be £124 to the end of this term and £528 for a year – Jayne proposed, Jo seconded and all agreed with the mid-term insurance addition.

7.3.3. **Latest on licences** - legal position remains that WTC are still in breach of pavilion licence. They haven't responded to the PC's offer but have requested to amend both the Pavilion and Tennis Courts agreements. It was discussed that the PC could explore 5-year agreements with both TVMS & WTC whereby they pay for safety repairs, rates and contribute to buildings insurance costs with PC possibly helping with small annual grants. Upfront PC funding of say £10k was debated but it was considered that would mean losing c. one third of potential demolition cost that may be needed in the future.

8. Finance

8.1. **Finance report June 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 (3 of 12)
Month: June 2023

Sum of Net Supplier	Description	Months	Total
British Gas	Electricity	Jun	£(244.40)
	Gas	Jun	£(106.81)
Clerk	Clerk salary	Jun	£(425.94)
Watership Down Nursery	Nursery rent	Jun	£ 758.63
Scofell	Grounds maintenance	Jun	£(341.84)
HMRC E VAT	HMRC VAT	Jun	£ 168.70
Nikki Pearson	Deposit return	Jun	£(100.00)
Persephone Dennis	Deposit return	Jun	£(100.00)
Usaid Mahmood	Deposit return	Jun	£(100.00)
Wellers Hedleys	Professional fees	Jun	£(1,400.00)

8.3. Cyber insurance – has been reviewed and will need further review following implementation of new admin arrangements **Action:** review in couple of months.

8.4. VAT free consultancy work. The PC has received some useful advice through HALC clarifying some of our queries regarding e.g. the pavilion and utility recharges. However, one area needs further paid advice.

8.5. **Approval of Payments over £250 given for:**

Scofell £670 (to be shared 50% with archers), Wellers Hedley £1400 (April fees), PJB £4530.80 (£106 grant to cover), PJB £457.53 (toilet door frame repairs), Wellers Hedley £700 (May fees), FireSkills £295 (fire risk assessment). Wellers Hedley £500 (WDN licence review).

As no PC meeting in August, it was agreed by all to also pay July/Aug bills arising for following: Shaun Douglas £775 (£106 grant to cover) and Wellers Hedley July fees.

9. Correspondence

9.1. B&D Planning policy team - Statement of Community Involvement consultation - how public can get involved in creation of local planning policy, neighbourhood planning & planning

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application decision making process. Ends 21 July. **Action:** look at consultation learnings for use in our own future consultations.

10. Planning

- 10.1. Any other plans. It was raised that the door on 32 Laverstoke Lane porch has been moved to the front. **Action:** ask conservation planning officer to take a look, given the change to conservation street scene.

Next PC meeting: 12 Sept at 7.30pm in Lady Rose Hall.

Laverstoke & Freefolk Parish Council
Reporting Year: Year to 31 March 2024 (3 of 12)

Income and Expenditure Statement (Cash basis)
Month: June 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	-	-	-	-	759	2,243	9,635	7,392	759	2,243	9,635
Hall Hire - Other	-	-	-	-	-	503	1,900	1,397	-	503	1,900
Hall Hire deposit	-	-	-	-	(300)	(200)	-	200	(300)	(200)	-
Cost Recoveries	-	-	-	-	-	-	4,356	4,356	-	-	4,356
Site Rent	-	-	-	-	-	-	1,943	1,943	-	-	1,943
Other Income	-	-	9	9	-	-	-	-	-	-	9
Interest Income	16	27	-	(27)	-	-	-	-	16	27	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total Income	16	5,539	10,349	4,810	459	2,546	17,834	15,288	475	8,085	28,183
Contribution	-	-	850	850	-	-	(850)	(850)	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	850	850	-	-	(850)	(850)	-	-	-
Salary/Newsletter	(426)	(1,222)	(5,056)	(3,834)	(47)	(135)	(550)	(415)	(473)	(1,356)	(5,606)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(299)	(299)	-	-	(2,807)	(2,807)	-	-	(3,106)
Professional fees	-	(488)	(757)	(269)	-	-	(14)	(14)	-	(488)	(771)
IT costs	(133)	(309)	(313)	(4)	(58)	(58)	(64)	(6)	(191)	(367)	(377)
Grounds Maint.	(342)	(513)	(1,477)	(964)	-	-	(872)	(872)	(342)	(513)	(2,349)
Street Lighting & Furniture	-	(294)	(598)	(304)	-	-	-	-	-	(294)	(598)
SID Management	-	-	(732)	(732)	-	-	-	-	-	-	(732)
Utilities	-	-	-	-	(370)	(1,075)	(4,815)	(3,740)	(370)	(1,075)	(4,815)
Bldgs Repair/Maint.	-	-	-	-	-	(590)	(7,850)	(7,260)	-	(590)	(7,850)
Bldgs Planned Maint.	-	-	-	-	-	(76)	(837)	(761)	-	(76)	(837)
Equipment	-	-	-	-	-	(21)	(600)	(579)	-	(21)	(600)
Cleaning	-	-	-	-	-	(14)	-	14	-	(14)	-
Other expenses	(47)	(354)	(374)	(20)	(5)	(15)	(566)	(551)	(52)	(369)	(940)
Total Expenses	(948)	(3,180)	(9,606)	(6,426)	(480)	(1,984)	(18,975)	(16,991)	(1,428)	(5,164)	(28,581)
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)
Project costs	-	-	(600)	(600)	(1,400)	(1,400)	(5,000)	(3,600)	(1,400)	(1,400)	(5,600)
Net Vat	(49)	(177)	-	177	(47)	(341)	-	341	(95)	(518)	-
Net cash Movement	(981)	2,182	93	(2,089)	(1,469)	(1,178)	(6,991)	(5,813)	(2,449)	1,004	(6,898)
Reserves/cash b/f	7,948	4,785	5,147	362	67,036	66,745	63,459	(3,287)	74,983	71,530	68,606
Reserves/cash c/f	6,967	6,967	5,240	(1,727)	65,567	65,567	56,468	(9,100)	72,534	72,534	61,708

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