

Laverstoke and Freefolk Parish Council Meeting 04 June 2024 Minutes

Public Time

- a) A resident commented they had enjoyed the Annual Parish Meeting and requested that in future speakers stand at front to speak to help those hard of hearing. They were concerned about the new temporary traffic lights between Watch Lane and Priory Lane where no one seemed to be working.
- b) The resident who raised creation of book library at the Annual Parish Meeting has done some research. Phone boxes are expensive and difficult to move but there is a very rundown box remaining at Hill Meadow in Overton. They suggested some potential library locations - pub car park (others proposed that space is tight) and St Nicholas but would need church & Churches Conservation Trust permission. **Action:** Jayne to work with resident. Will approach Overton PC, Churchwarden, Churches Conservation Trust Grant and consider other solutions.
- c) Other comments made by residents: beech hedge car park looked amazing and drain opposite 33 Laverstoke lane has been marked for repair.
- d) The WTC Chair attended with some committee members and thanked PC for opportunity to clarify a few points.
 - a. He gave his viewpoint on background to original lights request (Spring 20) through to planning permission (Summer 23). He stated that lights spec was only slightly different from what was approved by PC and that original would have also given glare and spillage. WTC don't consider they have right to be evicted so haven't left pavilion room and want to reach agreement. They consider 2 nights is not viable and that working members need to use lights. Planning permission is for lights use 16.00 – 22.00 every day. WTC proposed Mon – Thurs incl. to 21.00 (Weds to 22.00 if match) and 16.00 – 18.00 Sun, if match. However, WTC rather play matches in daylight so they would not use lights in most of May, June/July & most Aug, no weekend use during BST and unlikely lights would be used before 18.00 weekdays except for juniors. Parish has local members, including Ukrainians, and benefits from the facilities.
 - b. PC Chair explained that the PC disagreed with statements made, and that there is a need for a sensible offer on lights in order to move forward. PC has legal advice that its termination notice is valid & enforceable. The stated proposal was different from that previously made by email to Clerk which covered 6 nights a week. The WTC was requested to put their new proposal in writing which cannot be discussed at this meeting. So far, we're a long way off a compromise as PC proposed 2 nights, it can't accept what it has seen to date.
- e) PC Chair raised Practice Court re-painting. It was discussed that any maintenance and costs need approval and agreement. WTC Chair confirmed painters had agreed £300 only for the small practice area (total courts painting £6000) and looking to do next week. Responding to a Cllr query on why the work needs doing, they explained that it was becoming increasingly difficult to kill the moss and the works will include pressure washing followed by 3 coats of paint to stop surface degrading. The practice area is communally used and, although not often for tennis, painting at a later date would be much more expensive.

Borough Councillor Update – Colin Phillimore explained we are now in pre-election purdah so B&D committees are suspended except for statutory e.g. planning. He hopes that a compromise on lease/lights can be reached. He can give £300 grant if needed. Regarding TVMS, Chloe Ashfield and Colin have done a 19-mile walk raising £1700 and TVMS have received National Lottery funding. David mentioned De La Rue are currently not responding.

1. **Apologies for Absence:** Andrew White, Diccon Harvey & Jim Marsh
In attendance: David Ellis, Jo Probut, Julia Chedgey, Jayne Hudson
2. **Declarations of interest** – David Ellis: PCC and Millennium Green
3. **Signature & approval of Minutes of 14 May Annual PC Meeting** – approved and signed.
4. **Maintenance**
 - 4.1. **Car park clearance /rodents** – car park now looking really good after the scrape. Thanks also to those who helped rake beech nuts and Millennium Green for clearing ex trim trail area of rotting vegetation that had acted as habitat and food. No one has seen rats since the works. It was discussed that scalpings purchased

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should be laid in the soft exposed sections and then burrow holes infilled with consideration to installing rat boxes. The contractor had indicated we may be able to borrow a wacker plate.

Emptying of trim trail soakaway was discussed. As it is currently only half filled with water/some mud and with over 1m clear to the inlet pipe from road it was considered best action would be to rod from road at next clear up session

- 4.2. **Lady Rose Hall website** – this has been moved onto the PC's main site to save future hosting & domain costs. (New location: laverstokeandfreefolk.org.uk/lady-rose-hall)
5. **Library/book exchange** – As per public time. **Action:** it was agreed that Jayne would work with proposing resident to find a location that saves cost and is secure
6. **Community Site**
 - 6.1. **Pavilion leases update** - PC solicitors going slowly as De La Rue don't wish to engage - this is holding progress up.
 - 6.2. **Archery area** – No update {inline valve & water tap need replacing which Clerk working on}.
 - 6.3. **Tennis area** – Following public time discussion. **Action:** WTC will state new lease/lights proposal in writing. Repainting of practice court discussed. David proposed agreeing to the repainting by the WTC at a cost of £150 to the PC, Julia seconded, all agreed. **Action:** PC to communicate approval and to fence off area.
7. **Finance**
 - 7.1. **Monthly finance report for May 24** – see end of minutes
 - 7.2. **Items over £150 ex VAT:**

Payments & receipts over £150 (ex VAT)

Date	Cost code	Description	Customer/supplier	Net £	VAT	Total £
03/05/2024	Planned Maintenance - CC	Fire alarm service	Essential Fire	-150.00	-30.00	-180.00
07/05/2024	Audit Fees - PC	Audit internal	Paul Reynolds	-300.00	0.00	-300.00
07/05/2024	Repairs/Maintenance - CC	Emergency light repairs	Essential Fire	-397.50	-79.50	-477.00
14/05/2024	HMRC Refund	HMRC VAT	HMRC E VAT	-152.21	0.00	-152.21
15/05/2024	Hall Hire - Other	hall hire refund	Basingstoke & Deane Borough Council	-350.00	0.00	-350.00
21/05/2024	Utilities - CC	Electricity	British Gas	-218.94	-10.95	-229.89
24/05/2024	Clerk Salary - CC	Clerk salary	Clerk	-389.78	0.00	-389.78
24/05/2024	Clerk Salary - PC	Clerk salary	Clerk	-85.56	0.00	-85.56
24/05/2024	Grounds Maintenance - PC	Grounds maintenance	Scofell	-179.45	-35.89	-215.34
30/05/2024	Cost Recoveries - CC	Insurance contribution	Kingfisher Day Centre	1,274.08	254.82	1,528.90
30/05/2024	SID Management - PC	Speed Indicator Device	Basingstoke & Deane Borough Council	-600.00	-120.00	-720.00
31/05/2024	Grounds Maintenance - CC	Tree survey	Laverstoke & Freefolk Millennium Green	-117.25	0.00	-117.25
31/05/2024	Grounds Maintenance - PC	Tree survey	Laverstoke & Freefolk Millennium Green	-117.25	0.00	-117.25
31/05/2024	Grounds Maintenance - PC	MOT Type 1	South Coast Building Supplies	-265.00	-53.00	-318.00

- 7.3. **NALC Model Financial Regulations** re-issued in 2024. David & Nicky have reviewed and updated for L&F and copy circulated to Cllrs. Main changes were discussed. David proposed, Jayne seconded and all approved the updated regulations
- 7.4. **Internal policies and procedures and review schedule** – documents listing policies and review schedule updated and circulated. David proposed, Jo seconded and all approved
- 7.5. **Risk register.** – Updated register with risk analysis unchanged but actions updated to mitigate risks. Next doc to review this year is Standing Orders. We have reviewed all the checklist and main action required is IT controls. **Action:** Resend Code of Conduct, review Standing Orders, action IT controls.
- 7.6. **Items over £300 to pay:** Car park scrape £500
8. **Correspondence**
 - 8.1. **PC parking in layby** – residents emailed raising use of PC Laverstoke Lane 'layby' parking bay by cars from further down lane closer to beech hedge car park. There are 4 houses directly opposite the bay that have no frontage who can really benefit from this space. Since rat issue in beech hedge car park has been mitigated,

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residents in the immediate vicinity can move back in there freeing the 'layby' parking. **Action:** include car park open message on Facebook

8.2. B&D request LRH use for polling station 4 July

8.3. B&D Mayor re invitation to Armed Forces Day service, 24 June

9. **Planning** – none

Next PC meeting: 2 July 2024 at 19.30 in Lady Rose Hall.

Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2025 (2 of 12)

Income and Expenditure Statement (Cash basis)

Month: May 2024

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	-	5,100	10,200	5,100	-	-	-	-	-	5,100	10,200
Grants	-	344	344	-	-	-	-	-	-	344	344
Donations	-	-	-	-	-	-	-	-	-	-	-
Hall Hire - Nursery	-	-	-	-	-	800	9,894	9,094	-	800	9,894
Hall Hire - Other	-	-	-	-	(238)	47	2,000	1,953	(238)	47	2,000
Hall Hire deposit	-	-	-	-	100	200	-	(200)	100	200	-
Cost Recoveries	-	-	-	-	1,274	1,274	4,446	3,172	1,274	1,274	4,446
Site Rent	-	-	-	-	-	-	2,154	2,154	-	-	2,154
Other Income	-	-	-	-	-	350	300	(50)	-	350	300
Interest Income	3	72	131	59	-	-	1,571	1,571	3	72	1,702
Total Income	3	5,516	10,675	5,159	1,137	2,671	20,365	17,694	1,140	8,187	31,040
Contribution	-	-	-	-	-	-	-	-	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-	-
Salary/Newsletter	(94)	(491)	(5,090)	(4,599)	(390)	(475)	(1,080)	(604)	(483)	(967)	(6,170)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(292)	(292)	-	-	(3,647)	(3,647)	-	-	(3,939)
Professional fees	(300)	(473)	(730)	(257)	-	-	(3,313)	(3,313)	(300)	(473)	(4,043)
IT costs	(52)	(53)	(548)	(495)	-	-	-	-	(52)	(53)	(548)
Grounds Maint.	(562)	(562)	(2,915)	(2,353)	(117)	(117)	(272)	(155)	(679)	(679)	(3,187)
Street Lighting & Furniture	-	(230)	(503)	(274)	-	-	-	-	-	(230)	(503)
SID Management	(600)	(600)	(1,228)	(628)	-	-	-	-	(600)	(600)	(1,228)
Utilities	-	-	-	-	(366)	(568)	(3,869)	(3,301)	(366)	(568)	(3,869)
Bldgs Repair/Maint.	-	-	-	-	(398)	(398)	(1,000)	(603)	(398)	(398)	(1,000)
Bldgs Planned Maint.	-	-	-	-	(169)	(247)	(1,033)	(786)	(169)	(247)	(1,033)
Equipment	-	-	-	-	-	-	(650)	(650)	-	-	(650)
Cleaning	-	-	-	-	-	-	-	-	-	-	-
Other expenses	(66)	(74)	(447)	(373)	-	-	(60)	(60)	(66)	(74)	(507)
Total Expenses	(1,672)	(2,482)	(11,753)	(9,271)	(1,440)	(1,805)	(14,924)	(13,119)	(3,112)	(4,288)	(26,677)
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)
Project costs	-	-	-	-	-	-	(6,605)	(6,605)	-	-	(6,605)
Net Cash Movement before VAT	(1,669)	3,034	(1,978)	(5,012)	(303)	866	(1,164)	(2,030)	(1,972)	3,899	(3,142)
Net Vat									(226)	(353)	-
Net cash Movement									(2,198)	3,546	(3,142)
Reserves/cash b/f									73,574	67,830	67,830
Reserves/cash c/f									71,376	71,376	64,688

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