

Laverstoke and Freefolk Parish Council Meeting 17 Sept 2024 Minutes

Public Time

- a) A resident raised a concern about the use of the noticeboard in Freefolk which is currently needing maintenance. **Action:** clerk to organise repair. They were concerned about an egg-selling sign at Watch Lane/ B3400 junction. They reported the nettles opposite the Priory on the B3400 pavement. Clerk has already recently reported this and the Wells-in-the-Field to Priory Lane pavement to B&D.
- b) A member of the Black Arrows (OBA) requested PC support for a Fire Walk event they wish to host on Sat 1 March as a fundraising activity for Diveability their nominated 2024 charity. The charity's winch needs replacing at £10-15k. OBA anticipate raising £5 - £10k. A 10 x 10m ground protected area containing hot coals for participants access only, will be sited mid range just below the bowling green slope. Over 18 yrs OBA, Diveability staff and parishioners would be invited to participate paying a registration fee and with a minimum fundraising target (£100/150). The cost is £1500 which OBA will be asked to underwrite. 15 participants will cover these costs. A 1.5 hr pre-briefing would take place in LRH from 6pm with a 20 min debrief and BBQ following the fire walk. Supporters will be encouraged to watch beyond the 10m area. Participants will be limited to 70 participants with strict no drugs/alcohol use before. The event company are fully insured and provide risk assessments. Car sharing will be encouraged as car parking is limited. The OBA rep is looking into alternative parking solutions. **Action:** OBA to request event company insurance details & risk statement.

Borough Councillor Update – Apologies received from the Cllrs.

County Councillor Update – Apology from Cllr

1. **Apologies for Absence:** Andrew White, Julia Chedghey
In attendance: David Ellis, Jayne Hudson, Jo Probut, Diccon Harvey,
2. **Declarations of interest** – David Ellis: PCC and Millennium Green (interest in grant and tree works).
3. **Signature & approval of Minutes of 4 June PC Meeting** - approved and signed.
4. **Jim Marsh** – Jim Marsh has resigned from the PC. David thanked Jim for his contribution to the work of the PC and looks forward to seeing him perhaps for a third stint at some point in the future! **Action:** advertise vacancy in next newsletter.
5. **Planning**
 - 5.1. **Ref: 23/02658/FUL** Location: Land Opposite Bere Mill, London Road Whitchurch. Proposal: Installation of ground mounted solar array of 144 solar panels. Amended plans. **Action:** confirm previous comments still stand.
 - 5.2. **Ref: T/00387/24/TCA** Location: Laverstoke & Freefolk Millennium Green. Proposal: felling and works following recent tree survey (includes work on 2 PC owned trees). Survey was undertaken because Millennium Green has some trees posing safety hazard in public areas and professional opinion required. A number of trees are dead, some ash at stage 5. Tree ownership alongside of highways is still unclear. The tree warden felt it was a measured report. They would propose leaving some dead wood for invertebrates. It was interesting to note that unless on areas of risk to public B&D suggest ash can be left. In this case it needs removing. Jo proposed and Diccon seconded not commenting (David was excluded).
 - 5.3. **Planning issue Ref: 23/02904/HSE, 3 Watch Lane.** PC had reviewed this extension application back in Dec 23 and it unambiguously showed timber windows to match original windows in main part of the house. All the windows have been replaced with plastic frames that do not match the original frames. This is visible from the road and also in the conservation area. Jayne proposed, David seconded and all agreed talking to planning officer and following process to enforce as materials used are not as per application. **Action:** liaise with planning officer
6. **Proposal by archery club for Fire Walk event for members and the community** – as discussed in public time. It was proposed by Jayne and seconded by Jo to support OBA's event and all agreed, subject to sight of insurance and risk assessments.
7. **Bombay Sapphire 10th Anniversary Event 1 Oct** – an event for L&F residents will include a tour of the operational parts of the site not usually open to public. Printed invitations being distributed.

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8. Maintenance items

8.1. request to HCC to clear drains & to Millennium Green for removing back of Laverstoke Lane drain Jo would like to proactively request that the PC formally ask Mill Green to allow flood water to escape into the natural flood plain area on their land. The Millennium Green have previously been concerned about creating a ditch, pond or marsh safety hazard. This needs to be balanced by safety concerns of pavement parking at flood point. Impact assessment is needed. Moisture loving plants such as goat willow & alder trees or hedgerow shrubs could be planted with a Shoots for Roots grant. It would be important to collaborate on a solution with Mill Green, residents & highways. **Action:** add to project list, report to HCC

8.2. Pavement state between Priory Lane and Wells-in-the-Field – a member of public had reported to the PC the overgrown vegetation narrowing the pavement to about 40cm in parts. The clerk has reported to B&D. It was discussed there is also gravel amassed at bottom of Priory Lane **Action:** report to HCC

8.3. Weathering of wooden clubs' sign. **Action:** ask TVMS if they would be able to sand down

8.4. Parish maintenance day Sat Oct 12th

9. **Tree warden's planting proposal** – These have been circulated to the Cllrs. Hants Forest Partnership have 5 grants available such as Shoots along the Routes, to protect the area for future generations, for wildlife corridors and carbon capture. The potential planting areas are mainly on Mill Green land. Permission has been given for hedging along the back of the Lav Lane Layby parking in the play area, excluding the drain side. Proposed planting around the playground poses a liability risk. The woodland walk could be extended into the Millennium Green field. The Quiet Garden needs re-thinking, it could be used as a community orchard but would require maintenance consideration. At present the Millennium Green has turned down these proposals. The HCC owned triangular verge outside Florence Portal could be planted if the houses (owned by Laverstoke Management Company) request a free tree from HCC. Some concerns re sight lines and cars on bend but trees can be crown raised. The PC own the Freefolk grass area but space only for a few small trees or shrubs and digging out the concrete Sunday school foundations would be expensive. Suggestion to engage local gardeners to help with maintenance. **Action:** tree warden talk to immediate residents/Laverstoke Management Company about replacement tree/s on verge in front of their properties and HCC online proposal process. Work on a plan in partnership with the Millennium Green. Tree warden to complete grant forms for hedging that Mill Green has approved.

10. **Review Project List** – **Action:** Combine Library and Freefolk grass area maintenance projects. Consider bench and library on Sunday School base. **Action:** ensure interested residents informed.

11. Community Site

11.1. **Pavilion incl. review delegation of authority for actions on leases and agreements.**

11.1.1. DLR has offered community Site freehold to PC. However, they are now reviewing their strategy and consequently sale process taking longer. As a result, DLR are now willing to consider a TVMS lease/licence. However, PC solicitors originally worked on one type of lease for PC as owner and now have to consider a sub-lease which is more complex. DLR may pass their solicitors costs on. PC Chair has warned TVMS trustees of this and implication. Diccon proposed and Jayne seconded authorising Chair and Vice Chair to progress sub-lease with any DLR costs to be recovered from sub-lessee. PC is concerned TVMS members went directly to DLR which has now added complication.

11.1.2. WTC have made no further proposal nor responded to accept the HoTs. PC has declined to have meetings to change our decisions made at full council meeting. Jayne proposed and Diccon seconded 1. treating present HOTs as expired (TVMS arrangements supercede). They also proposed and seconded 2. to renew authorisation for Chair & Vice Chair to take contract actions from Sept 23 onwards and review at PC meeting every 2 months.

11.2. Tennis and archery areas – no update

11.3. Lady Rose Hall – renewed Watership Down nursery licence in accordance with budget in line with inflation.

12. Finance

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- 12.1. Finance report for July & Aug 24, items over £150 and transfers report – see at end of minutes
- 12.2. Bank reconciliations for July & Aug have been signed by Jayne.
- 12.3. Approval of payments to be made over £300 (excluding pre-authorised) – Floodlights removal £3000.
- 12.4. Grant request by Millennium Green for Playground for insurance. There is £900 in budget for this. Jo proposed, Diccon seconded and all approved and authorised to pay. (David excluded).
- 12.5. Insurance – approve yr 2 of 3 yr agreement renewal at £4103.33. This is an inflationary 3.6% increase (allowing for pro-rata mid term adjustment last year for re-building LRH valuation). David proposed, Jo seconded and all agreed increasing budget by £71 (taking from Grounds Maintenance car park clearance underspend) and approving the Year 2 premium payment. **Action:** check contents inclusion given £426 premium.
13. Correspondence
- 13.1. Code of Conduct Training in Sep & Oct - reminder of upcoming sessions for anyone who could not make previous
- 13.2. Cllr Harvey meeting in Overton moved to 7 Nov **Action:** Confirm 2 attendees
- 13.3. Tennis club, post 2 July meeting
- 13.4. Archery re. no trees in Overshoot area, due to safety concerns
- 13.5. Nursery re. track condition and official parking – nursery have been reminded of official parking.
- 13.6. BDO successful conclusion of external audit

Next PC meeting: 1 October 2024 at 19.30 in Lady Rose Hall.

Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2025 (4 of 12)

Income and Expenditure Statement (Cash basis)

Month: July 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	Budget Remaining
Precept	-	5,100	10,200	5,100	-	-	-	-	-	5,100	10,200	-
Grants	-	344	344	-	-	-	-	-	-	344	344	-
Donations	-	-	-	-	-	-	-	-	-	-	-	-
Hall Hire - Nursery	-	-	-	-	-	1,565	9,894	8,329	-	1,565	9,894	-
Hall Hire - Other	-	-	-	-	178	400	2,000	1,600	178	400	2,000	-
Hall Hire deposit	-	-	-	-	(100)	100	-	(100)	(100)	100	-	-
Cost Recoveries	-	-	-	-	245	2,991	4,446	1,455	245	2,991	4,446	-
Site Rent	-	-	-	-	-	-	2,154	2,154	-	-	2,154	-
Other Income	-	-	-	-	-	350	300	(50)	-	350	300	-
Interest Income	-	479	131	(348)	-	-	1,571	1,571	-	479	1,702	-
Total Income	-	5,923	10,675	4,752	323	5,406	20,365	14,959	323	11,329	31,040	-
Contribution	-	-	-	-	-	-	-	-	-	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Salary/Newsletter	(483)	(1,372)	(5,090)	(3,718)	(104)	(665)	(1,080)	(415)	(587)	(2,037)	(6,170)	-
Training	-	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(292)	(292)	-	-	(3,647)	(3,647)	-	-	(3,939)	-
Professional fees	(35)	(746)	(730)	16	(1,100)	(1,100)	(3,313)	(2,213)	(1,135)	(1,846)	(4,043)	-
IT costs	(77)	(172)	(548)	(377)	-	-	-	-	(77)	(172)	(548)	-
Grounds Maint.	(179)	(921)	(2,915)	(1,994)	-	(117)	(272)	(155)	(179)	(1,038)	(3,187)	-
Street Lighting & Furniture	-	(230)	(503)	(274)	-	-	-	-	-	(230)	(503)	-
SID Management	-	(600)	(1,228)	(628)	-	-	-	-	-	(600)	(1,228)	-
Utilities	-	-	-	-	(1,376)	(2,089)	(3,869)	(1,780)	(1,376)	(2,089)	(3,869)	-
Bldgs Repair/Maint.	-	-	-	-	(156)	(566)	(1,000)	(434)	(156)	(566)	(1,000)	-
Bldgs Planned Maint.	-	-	-	-	(21)	(289)	(1,033)	(744)	(21)	(289)	(1,033)	-
Equipment	-	-	-	-	-	-	(650)	(650)	-	-	(650)	-
Cleaning	-	-	-	-	-	-	-	-	-	-	-	-
Other expenses	(8)	(108)	(447)	(339)	-	-	(60)	(60)	(8)	(108)	(507)	-
Total Expenses	(782)	(4,147)	(11,753)	(7,606)	(2,757)	(4,827)	(14,924)	(10,097)	(3,540)	(8,974)	(26,677)	-
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)	-
Project costs	-	(500)	-	500	-	-	(6,605)	(6,605)	-	(500)	(6,605)	-
Net Cash Movement before VAT	(782)	1,276	(1,978)	(3,254)	(2,435)	579	(1,164)	(1,743)	(3,217)	1,854	(3,142)	-
Net Vat	-	-	-	-	-	-	-	-	(181)	(218)	-	-
Net cash Movement	-	-	-	-	-	-	-	-	(3,398)	1,636	(3,142)	-
Reserves/cash b/f	-	-	-	-	-	-	-	-	72,865	67,830	67,830	-
Reserves/cash c/f	-	-	-	-	-	-	-	-	69,466	69,466	64,688	-

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Laverstoke & Freefolk Parish Council

Items over £150

Reporting Year: Year to 31 March 2025 (4 of 12)
 Month: July 2024

Sum of Net

Supplier	Description	Months	Total
British Gas	Electricity	Jul	£(227.37)
Clerk	Clerk salary	Jul	£(389.78)
Basingstoke & Deane Borough Council	Hall hire	Jul	£ 350.00
	hall hire refund	Jul	£(350.00)
Scofell	Grounds maintenance	Jul	£(179.45)
Trinity Rose Ltd	Building survey	Jul	£(1,100.00)
Whitchurch Tennis Club	Practice court repainting	Jul	£(150.00)
Kingfisher Day Centre	Water	Jul	£(699.52)
	Water bill Pavilion	Jul	£(378.30)
Bryan Hirst	Metal recycling	Jul	£ 245.00

Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2025 (5 of 12)

Income and Expenditure Statement (Cash basis)

Month: August 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	-	-	-	-	765	2,330	9,894	7,564	765	2,330	9,894
Hall Hire - Other	-	-	-	-	-	400	2,000	1,600	-	400	2,000
Hall Hire deposit	-	-	-	-	(100)	-	-	-	(100)	-	-
Cost Recoveries	-	-	-	-	-	2,991	4,446	1,455	-	2,991	4,446
Site Rent	-	-	-	-	2,179	2,179	2,154	(25)	2,179	2,179	2,154
Other Income	-	-	-	-	-	350	300	(50)	-	350	300
Interest Income	-	479	131	(348)	-	-	1,571	1,571	-	479	1,702
Total Income	-	5,923	10,675	4,752	2,845	8,251	20,365	12,115	2,845	14,173	31,040
Contribution	-	-	-	-	-	-	-	-	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-	-
Salary/Newsletter	(398)	(1,770)	(5,090)	(3,320)	(86)	(751)	(1,080)	(329)	(483)	(2,521)	(6,170)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(292)	(292)	-	-	(3,647)	(3,647)	-	-	(3,939)
Professional fees	-	(746)	(730)	16	-	(1,100)	(3,313)	(2,213)	-	(1,846)	(4,043)
IT costs	(17)	(188)	(548)	(360)	-	-	-	-	(17)	(188)	(548)
Grounds Maint.	(179)	(1,100)	(2,915)	(1,815)	-	(117)	(272)	(155)	(179)	(1,217)	(3,187)
Street Lighting & Furniture	-	(230)	(503)	(274)	-	-	-	-	-	(230)	(503)
SID Management	-	(600)	(1,228)	(628)	-	-	-	-	-	(600)	(1,228)
Utilities	-	-	-	-	(184)	(2,273)	(3,869)	(1,596)	(184)	(2,273)	(3,869)
Bldgs Repair/Maint.	-	-	-	-	-	(566)	(1,000)	(434)	-	(566)	(1,000)
Bldgs Planned Maint.	-	-	-	-	(21)	(310)	(1,033)	(724)	(21)	(310)	(1,033)
Equipment	-	-	-	-	-	-	(650)	(650)	-	-	(650)
Cleaning	-	-	-	-	-	-	-	-	-	-	-
Other expenses	(8)	(116)	(447)	(331)	-	-	(60)	(60)	(8)	(116)	(507)
Total Expenses	(602)	(4,749)	(11,753)	(7,004)	(290)	(5,117)	(14,924)	(9,807)	(892)	(9,867)	(26,677)
Grants Made	-	-	(900)	(900)	-	-	-	-	-	-	(900)
Project costs	-	(500)	-	500	(3,000)	(3,000)	(6,605)	(3,605)	(3,000)	(3,500)	(6,605)
Net Cash Movement before VAT	(602)	674	(1,978)	(2,652)	(446)	133	(1,164)	(1,297)	(1,048)	807	(3,142)
Net Vat	-	-	-	-	-	-	-	-	(72)	(290)	-
Net cash Movement	-	-	-	-	-	-	-	-	(1,119)	517	(3,142)
Reserves/cash b/f	-	-	-	-	-	-	-	-	69,466	67,830	67,830
Reserves/cash c/f	-	-	-	-	-	-	-	-	68,347	68,347	64,688

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Whitchurch Tennis Club	Practice court repainting	Jul	£(150.00)
Kingfisher Day Centre	Water	Jul	£(699.52)
	Water bill Pavilion	Jul	£(378.30)
Bryan Hirst	Metal recycling	Jul	£ 245.00

Bank transfers in July and August 2024

Date	Amount	From Bank account	To Bank account	Comment
26/08/2024	£ 1,000.00	L&F PC Unity Savings	L&F PC Unity Current	To keep current account topped up
29/07/2024	£ 245.00	L&F Parish Council HSBC	L&F PC Unity Savings	Transfer of metal recycling to savings
29/07/2024	£ 1,000.00	L&F PC Unity Savings	L&F PC Unity Current	to keep current account topped up
22/07/2024	£ 1,000.00	L&F PC Unity Savings	L&F PC Unity Current	To keep current account topped up
08/07/2024	£ 2,000.00	L&F PC Unity Savings	L&F PC Unity Current	To keep current account topped up

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