

Laverstoke and Freefolk Parish Council Meeting 1 Oct 2024 Minutes

Public Time

- a) The book library was raised by a resident. They considered cost of a phone box refurb to be prohibitive and shed would be more realistic, especially if any grants were available. David explained that PC would like to consider this along with Freefolk grass and parking area project.
- b) Another resident suggested popping a laminated agenda on Freefolk noticeboard whilst it is being repaired. They also reported boys had been seen fishing off B3400 white railing bridge on Friday 27 Sept.
- c) PC Chair moved further Public Time to end of PC meeting in consideration of discussion regarding item 4.1.

Bombay Sapphire Update – There's a further 10th Anniversary celebratory event on Tues 22 Oct - a Heritage Day, with archivists from Scotland attending. Details were sent in newsletter. David thanked Helen for organising excellent residents' 10th Anniversary operational tour event which she had first mentioned a year ago.

Borough Councillor Update – Cllr Colin Phillimore said B&D had responded to Government regarding changes to National Planning Policy Framework. The Cllrs are concerned there will be a return to speculative development in all wards e.g. 130 homes west of Sapley Lane in Overton, Genko in Whitchurch with many more anticipated. Cllr Harvey, Leader of Council, is visiting wards to discuss. Colin reminded PC of Borough Cllrs' £2k grant for local activity.

County Councillor Update – Apology from Cllr Juliet Henderson. Written report received including Savings Programme SP25 consultation whereby retention of HWRCs (household waste recycling centres) and school crossing patrols, maintenance of vital community transport routes and continued provision of homelessness grants to the end of their planned contract term were fed back as important by residents. Juliet is continuing to push for continuation of these vital services.

1. **Apologies for Absence:** Andrew White, Jayne Hudson, Diccon Harvey
In attendance: David Ellis, Jayne Hudson, Jo Probut
2. **Declarations of interest** – David Ellis: PCC and Millennium Green
3. **Signature & approval of Minutes of 17 Sept Meeting** - approved and signed.
4. **Planning**

4.1. **Ref: 24/02108/FUL Location: Laverstoke Mill**, The Bombay Sapphire Distillery Proposal: to provide additional use on site (as indicated on drawings) for wedding events and supplement existing uses of site. PC Chair Helen Coles from Bombay Sapphire to provide some background to application:

- They have run events and wedding celebrations, including day long weddings for past 10 yrs but can't do legal marriage ceremony. Planning permission is needed before wedding licence application can be made. Tours cannot run in parallel with weddings. Only 140 max people on site for a wedding with guests often bussed in rather than using individual transport.
- BS want to build wedding business and change boundaries of where alcohol can be consumed. They would like to add café & both Mill House gardens in order to offer welcome cocktails on arrival as well as picnics in these areas. Also, wish to add Building 26 (Creator's Lab) for alcohol consumption.
- Current alcohol licence is Mon-Sat till 00.00 & BS wish to extend till 01.00. Sun is till 20.00 with no plan to change. Currently a late finish is at extra charge & managed via a Temporary Event Notice – limited to 15 p.a. The Noise Policy - no outdoor noise past 22.00 – will not change.
- Currently wedding events are mainly on Fri or Sat evenings. (The priority for weekend daytime is as BS brand home for general public with ticket/shop sales.) Going forward mid-week weddings will be the focus.
- Residents then made comments and asked questions:
 - Noise recorded for events has to be less than 35 decibels - approximates background conversation. Concerns were raised about greater noise levels being heard in this residential area. South-facing doors at back of ticket hall are being opened after 22.00, especially when warm, and loud music and people noise, exceeds this. (On 21 Sep there was a saxophonist playing till midnight.) Also, the noise policy is flouted round the bar/shop patio area and with guests moving offsite noisily after midnight. The reporting process was queried. Duty managers are responsible for managing noise.

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- A resident stressed this is a residential area with noise affecting people's lives - families with young children, people working, students studying in summer. They were particularly concerned about extension of use to Mill Gardens with result noise getting nearer and louder.
- Given current compliance is not in place, areas for improvement were discussed including: more staff training wrt noise and managing visitors at night and clarification of residents reporting process to Duty Manager. The incidences are currently being under reported.
- Cllrs then discussed the application. They agreed to comment about the noise levels and their control. They understood the desire by BS to make this work for the residents and highlighted the importance of managing the situation in a residential area. They considered the alcohol licence application will be key. David proposed and Jo seconded commenting to B&D and all agreed.

Action: exchange emails between Helen and resident who volunteered to help with training.

- 4.2. Ref: T/00462/24/TCA** Location: Private Garages, Off Florence Portal Close, Laverstoke. Proposal: Trees identified on Plan. All trees to be cut to ground level. Mixture of Ash, Sycamore, Hawthorn and Goat willow. Discussed with no comments as proposed by David, seconded by Jo & all agreed.

5. Maintenance items

5.1. Reminder Parish maintenance day Sat Oct 12th

6. Community Site

- 6.1. **Pavilion** – no update
- 6.2. **Tennis and archery areas** – no update
- 6.3. **Lady Rose Hall** – no update

7. Finance

- 7.1. Finance report for Sept 24, payments list (over £200) and transfers report – see at end of minutes
- 7.2. Approval of payments to be made over £300 (excluding pre-authorised) – none.
- 7.3. Review and approve regular repeat payments and direct debits for the year. The list seen at end of minutes was circulated ahead of the meeting, approved by David, seconded by Jayne & all agreed.
- 7.4. Review bank mandate following Jim Marsh resignation. It was proposed by David and seconded by Jo to ask Diccon. All agreed.

8. Correspondence

- 8.1. Mayor's invitation to Remembrance Service 10 Nov & Armistice wreath laying 11 Nov
- 8.2. Meeting of ACV community group & Watership Down Inn in July
- 8.3. Cllr Colin Phillimore, B&D response to changes to National Planning Policy Framework
- 8.4. Case officer undertaking site visit 3 Watch Lane
- 8.5. Invitation to Mayor's Basingstoke Variety Show 2024, Sat 5 Oct, 7.30pm at the Anvil
- 8.6. B&D request for comments on draft Electric Vehicle Charging Strategy, up to 4 Nov. It remains difficult to consider EV for LRH until we have heard from De La Rue wrt acquisition.
- 8.7. Watership Down Nursery receive Outstanding Ofsted rating – PC congratulate the nursery.

Public time continued...

- d) The architect for withdrawn planning app 24/01004/HSE wanted to consult ahead of a potential renewed app for a reduced scale, reduced size 2 storey extension plan. They showed their updated plans and clarified some points. It was noted that PC can only make and provide a consultation decision once a formal application has been made.

Next PC meeting: 5 November 2024 at 19.30 in Lady Rose Hall.

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Regular order/payment items for pre-approval by Laverstoke and Freefolk Parish Council (ex VAT)

Parish Council

Scofell (grounds maintenance, £1435.68 p.a. @ £179.45 p.m. April – Nov in 24/25)

Hants County Council Streetlights (£229.50 p. half year in 24/25)

Clerk Pay (82% of £483.34 p.m. pre-tax)

Clerk utility contribution (82% of £26 p.m.)

Stationery – mainly toner from Cartridge People & paper from cheapest local source, often supermarkets.

HALC & NALC subscription (£238 in 24/25)

Hampshire County Supplies (paper, loo rolls etc)

Information Commissioner's Office (£35 p.a.)

Scribe accounts subscription (£172.80 p.a.)

Microsoft OneDrive (£1.66 p.m.)

Bank charges (HSBC £8 p.m. HSBC & Unity £18 p.q.)

Transfers between Current and Savings accounts to maximise interest

Community Centre Site

GB Lite Gas (approved Feb 24 for 1 year): 6.68p/Kwh, standing 46.78p/d

GB Lite Electricity LRH (approved Feb 24 for 1 yr): 24.59p/Kwh, standing 40p/d

GB Lite Electricity Pavilion (approved July 24 for 1 yr): 24.90p/Kwh, standing 40p/d

Ryan Dickinson Boiler contract (£20.83 p.m.)

DBS update service (clerk DBS) (£13 p.a.)

Essential Fire (Annual alarm and 6 monthly extinguisher tests)

Cleaning materials from cheapest local sources, often supermarkets

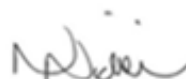
Clerk Pay (18% of £483.34 p.m. pre-tax)

HMRC VAT

PPL/PRS music licence (£210.91 p.a.)

Transfers between Current and Savings accounts to maximise interest

01.10.24



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Laverstoke & Freefolk Parish Council

Reporting Year: Year to 31 March 2025 (6 of 12)

Income and Expenditure Statement (Cash basis)

Month: September 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	10,200	-	-	-	-	-	5,100	10,200	10,200
Grants	-	344	344	-	-	-	-	-	-	344	344
Donations	-	-	-	-	-	-	-	-	-	-	-
Hall Hire - Nursery	-	-	-	-	1,623	3,953	9,894	5,941	1,623	3,953	9,894
Hall Hire - Other	-	-	-	-	113	512	2,000	1,488	113	512	2,000
Hall Hire deposit	-	-	-	-	-	-	-	-	-	-	-
Cost Recoveries	-	-	-	-	-	2,991	4,446	1,455	-	2,991	4,446
Site Rent	-	-	-	-	-	2,179	2,154	(25)	-	2,179	2,154
Other Income	-	-	-	-	-	350	300	(50)	-	350	300
Interest Income	471	950	131	(819)	-	-	1,571	1,571	471	950	1,702
Total Income	5,571	11,493	10,675	(819)	1,736	9,986	20,365	10,379	7,306	21,480	31,040
Contribution	-	-	-	-	-	-	-	-	-	-	-
PC/CC cost charges	-	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-	-
Salary/Newsletter	(398)	(2,168)	(5,090)	(2,922)	(86)	(836)	(1,080)	(244)	(483)	(3,004)	(6,170)
Training	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	(292)	(292)	(4,010)	(4,010)	(3,647)	363	(4,010)	(4,010)	(3,939)
Professional fees	(210)	(956)	(730)	226	(185)	(1,285)	(3,313)	(2,028)	(395)	(2,240)	(4,043)
IT costs	(2)	(190)	(548)	(358)	-	-	-	-	(2)	(190)	(548)
Grounds Maint.	(179)	(1,280)	(2,915)	(1,635)	-	(117)	(272)	(155)	(179)	(1,397)	(3,187)
Street Lighting & Furniture	-	(230)	(503)	(274)	-	-	-	-	-	(230)	(503)
SID Management	-	(600)	(1,228)	(628)	-	-	-	-	-	(600)	(1,228)
Utilities	-	-	-	-	(271)	(2,544)	(3,869)	(1,325)	(271)	(2,544)	(3,869)
Bldgs Repair/Maint.	-	-	-	-	-	(566)	(1,000)	(434)	-	(566)	(1,000)
Bldgs Planned Maint.	-	-	-	-	(21)	(331)	(1,033)	(703)	(21)	(331)	(1,033)
Equipment	-	-	-	-	-	-	(650)	(650)	-	-	(650)
Cleaning	-	-	-	-	-	-	-	-	-	-	-
Other expenses	(58)	(174)	(447)	(273)	-	-	(60)	(60)	(58)	(174)	(507)
Total Expenses	(847)	(5,596)	(11,753)	(6,157)	(4,572)	(9,689)	(14,924)	(5,235)	(5,419)	(15,286)	(26,677)
Grants Made	(900)	(900)	(900)	-	-	-	-	-	(900)	(900)	(900)
Project costs	-	(500)	-	500	-	(3,000)	(6,605)	(3,605)	-	(3,500)	(6,605)
Net Cash Movement before VAT	3,824	4,497	(1,978)	(6,475)	(2,836)	(2,703)	(1,164)	1,539	987	1,794	(3,142)
Net Vat									208	(82)	-
Net cash Movement									1,195	1,712	(3,142)
Reserves/cash b/f									68,347	67,830	67,830
Reserves/cash c/f									69,542	69,542	64,688

Laverstoke & Freefolk Parish Council

Payments over £200

Reporting Year:

Year to 31 March 2025 (6 of 12)

Month:

September 2024

Sum of Net

Supplier	Description	Months	Total
British Gas	Electricity	Sep	£(222.51)
Clerk	Clerk salary	Sep	£(389.78)
Laverstoke & Freefolk Millennium Green	Grant Made	Sep	£(900.00)
Arthur J Gallagher	Insurance	Sep	£(4,010.33)
BDO	Audit External	Sep	£(210.00)



Bank transfers in Sep 24

Date	Desc	From	To	Amount	Comments
20/09/2024	Bank to Bank Transfer	L&F PC Unity Savings	L&F PC Unity Current	5,000.00	To pay for insurance & top up current account
23/09/2024	Bank to Bank Transfer	L&F PC Unity Current	L&F PC Unity Savings	5,100.00	Transfer of precept into savings account
23/09/2024	Bank to Bank Transfer	L&F PC Unity Savings	L&F PC Unity Current	1,000.00	To top up current account

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