

Laverstoke and Freefolk Annual Parish Council Meeting 8 July 2025 Minutes

Public Time – no comments made.

Borough Councillor Update – Cllr Colin Phillimore updated on Local Government reorganisation in Hants. with a move to 3 or 4 Unitary councils serving populations of 400-500k residents. It was proposed that B&D would join with Hart and Rushmoor with decision to be made in Sept. There will be elections for 18 B&D Cllrs in May 26 with mergers taking place the following year. Food waste caddies will be delivered with collection starting 1st week Oct. The Mayor's Variety concert is on 4 Oct. The Portals development proposal is increasing to 400 houses on the brownfield site, with planning application expected in a year. It is hoped they will bequest some land to the village e.g. settlement lagoons. It is thought the station car park may be re-opened in time but as a chargeable parking to deter people from surrounding areas and to encourage walking and cycling.

County Councillor update – [July newsletter link](#)

1. **Apologies for Absence:** David Ellis

In attendance: Simon Albert Joint Deputy Chair (Chair of meeting) Jayne Hudson Joint Deputy Chair, Jo Probut, Andrew White, Julia Chedgey, Jayne Hudson, Alice MacGinnis.

2. **Declarations of interest** – Jo Probut: Contracting at B&D;

3. **Signature & approval of Minutes of Annual PC Meeting of 3 June 25** - approved and signed.

4. **Bombay Sapphire Update** – Moving to summer opening on July 23 with café opening between 10.00 and 15-16.00. No planning applications currently. The illuminated entrance totems have been granted and will be erected in September. A gas pump that had been reported to have been making a noise is being fixed. Bombay Sapphire are preparing for Christmas now!

5. **Planning**

5.1. **Ref: T/00297/25/TCA. Location: Mill Cottage, 5 Laverstoke Lane. Proposal: Fell T1 and T2 Ash trees.** No comment except usual request to suggest replacement, particularly as it's part of woodland.

5.2. Any plans received after 2 July 25 – none.

6. **L&F PC Priorities for year** – discussed and agreed as per circulated [July Meeting Papers](#) as:

6.1. **Completion of registration and charges for TVMS leases**

6.2. **Review overall effectiveness including email set up (Item 7).** This will include consideration of the long-term costs of managing the community site. Use Scribe for reporting.

6.3. **Determine long term future of community site and plan strategy and approach accordingly.** As an update since June meeting paper circulated, the Chair raised that De La Rue have accepted an unsolicited offer for the L&F Community Site after having offered the site to, and then been in discussion with, the PC for nearly two years.

6.4. **Complete work on Rough Car Park** Contractor now coming tomorrow to do surface filling works.

6.5. **Book exchange** base & path need completion before exchange ordered. Andrew, Jayne and Jo agreed to help **Action:** Organise date for work

7. **Proposal for email solution** – discussed as per [July meeting papers](#) and proposed by Jo and seconded by Andrew to select the web mail option including following implications: This will increase the annual budget rate by £57 which will have to be considered in setting next year's Budget. The impact on the 2025/26 budget will be a shortfall of £202 which will have to be taken from reserves. **Action:** clerk to contact IT provider

8. **Maintenance** –

8.1. No camping sign – bespoke signage costs were prohibitive and Jo proposed a simple pictorial A3 design for £35 was preferable, all agreed. `

8.2. Hedge cutting – Julia raised that at least 3 houses in Marsden Court had hedges which were creating line of sight hazard issues for traffic coming up to the junction of B3400 from Laverstoke Lane. **Action:** post letter to relevant households.

8.3. LRH Fire safety contractors attended on 4 July and quotes have been received for remedial works for extinguishers and emergency lights at £568.82. Jo proposed, Julia seconded and all approved the necessary works with emergency light testing to be done at each PC meeting.

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- 8.4. TPOs on trees were raised **Action:** liaise with Gill re PC trees behind LRH car park. Batts Meadow also raised.
9. **B&D community infrastructure available** – Discussed that this would have to wait for future grant fund rounds given other priorities on clerk time before closing date.

10. Finance

- 10.1. Finance report for June 25 (Scribe format); payments made over £200 ex VAT & transfers – see tables at end of minutes. Bank reconciliation for past 2 months have been signed by Alice.
- 10.2. Approval of payments to be made over £300 (excluding pre-authorised): Car park contractor £320; Fire safety annual contract (Fire alarm & Emergency Lights) £370. Jayne proposed, Alice seconded and all agreed payments.
- 10.3. Agree debit card arrangements as per [July Meeting papers](#). It was proposed by Alice, seconded by Julia and all agreed to maintain HSBC account for debit card use.

11. Correspondence

- 11.1. Request HCC consider 30mph for Carfest along B3400 as per C29 in Overton – consider for next year as too late for this year.
- 11.2. B&D residents urged to share views on future unitary councils – included in July newsletter.
- 11.3. Invitation to Mayor's Variety Concert, Sat 4 Oct 2025, 7.30pm, The Anvil – include in Sept newsletter
- 11.4. B&D northern Hampshire workshop to update on proposals being developed for local government reorganisation - 15th July 6.30pm **Action:** circulate slides from event.

Next PC meeting: 16 September 2025 at 19.30 in Lady Rose Hall.

Laverstoke & Freefolk Parish Council PAYMENTS LIST

2 July 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
38	Clerk Salary - PC	16/06/2025		Laverstoke & Freefol		Clerk salary	Clerk	X	417.77		417.77
38	Clerk Salary - CC	16/06/2025		Laverstoke & Freefol		Clerk salary	Clerk	X	91.71		91.71
39	Planned Maintenance - CC	16/06/2025		Laverstoke & Freefol		Fire safety contract - LRH	Safe I.S.	S	370.00	74.00	444.00
41	Elec/Gas LRH	17/06/2025		Laverstoke & Freefol		Electricity	British Gas	L	200.08	10.00	210.08
42	Professional Fees - PC	23/06/2025		Laverstoke & Freefol		HALC subscription	HALC	X	261.00		261.00
Total									1,340.56	84.00	1,424.56

2 July 2025 (2025-2026)

Laverstoke & Freefolk Parish Council TRANSFERS in June 25

Date	Desc	From	To	Amount
13/06/2025	Bank to Bank Transfer	L&F PC Unity Current	L&F PC Unity Savings	2,000.00
18/06/2025	Bank to Bank Transfer	L&F PC Unity Savings	L&F PC Unity Current	500.00
24/06/2025	Bank to Bank Transfer	L&F PC Unity Savings	L&F PC Unity Current	500.00

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Laverstoke & Freefolk Parish Council

2 July 2025 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes

1. Parish Council Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
100 Precept	10,600.00	5,300.00	-5,300.00				-5,300.00 (-50%)
110 Grants - PC	343.77	343.77					(0%)
140 Donation - PC							(N/A)
190 Other Income - PC							(N/A)
192 Bank interest - PC	125.00	425.78	300.78				300.78 (240%)
195 Misc. Receipts - PC							(N/A)
SUB TOTAL	11,068.77	6,069.55	-4,999.22				-4,999.22 (-45%)

3. Parish Council Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
300 Clerk Salary - PC				5,076.00	1,253.48	3,822.52	3,822.52 (75%)
302 Clerk Expenses - PC				215.00	85.28	129.72	129.72 (60%)
304 HMRC Employee PAYE/NIC Pa					10.33	-10.33	-10.33 (N/A)
305 HMRC Employee NI - CC					13.31	-13.31	-13.31 (N/A)
305 HMRC Employers PAYE/NI - PC				146.00	13.28	132.72	132.72 (90%)
310 Grounds Maintenance - PC				1,696.00	376.84	1,319.16	1,319.16 (77%)
312 Street Lighting - PC				516.00	294.44	221.56	221.56 (42%)
314 Street Furniture - PC							(N/A)
316 SID Management - PC				644.00		644.00	644.00 (100%)
350 Insurance Liability - PC				276.00		276.00	276.00 (100%)
351 Insurance Property - PC							(N/A)
360 Audit Fees - PC				523.00	280.00	243.00	243.00 (46%)
362 Professional Fees - PC				213.00	261.00	-48.00	-48.00 (-22%)
364 IT Costs - PC				564.00	290.28	273.72	273.72 (48%)
370 Training - PC							(N/A)
372 Stationery - PC				199.00	69.00	130.00	130.00 (65%)
374 Bank Charges - PC				169.00	42.00	127.00	127.00 (75%)
376 Misc. Costs - PC				60.00	54.19	5.81	5.81 (9%)
SUB TOTAL				10,297.00	3,043.43	7,253.57	7,253.57 (70%)

4. Parish Council Grants Made

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
380 Grants Made				900.00		900.00	900.00 (100%)
SUB TOTAL				900.00		900.00	900.00 (100%)

5. Parish Council Projects

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
390 Project Cost - PC							(N/A)

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Laverstoke & Freefolk Parish Council Summary of Receipts and Payments All Cost Centres and Codes

2 July 2025 (2025-2026)

SUB TOTAL							(N/A)
6. Community Site Income							
Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
111 Grants - CC							(N/A)
121 Hall Hire - Nursery	10,974.00	1,683.50	-9,290.50				-9,290.50 (-84%)
123 Hall Hire - Other	2,000.00	225.00	-1,775.00				-1,775.00 (-88%)
125 Site Rent	2,346.00	1,346.00	-1,000.00				-1,000.00 (-42%)
127 Hall hire deposit							(N/A)
131 Cost Recoveries Other - CC	1,440.00	1,440.00					(0%)
132 Insurance Cost recovery - CC LF	1,413.00		-1,413.00				-1,413.00 (-100%)
133 Insurance Cost recovery - CC Pi	392.00		-392.00				-392.00 (-100%)
134 Elec/Gas Cost Recovery - CC LI	2,192.00	1,160.24	-1,031.76				-1,031.76 (-47%)
135 Elec/Gas Cost Recovery - CC Pi	990.00		-990.00				-990.00 (-100%)
136 Water Cost Recovery - CC LRH	509.00	583.61	74.61				74.61 (14%)
137 Water Cost Recovery - CC Pavil	388.00		-388.00				-388.00 (-100%)
145 Donation - CC							(N/A)
151 HMRC Refund							(N/A)
193 Bank interest - CC	1,500.00		-1,500.00				-1,500.00 (-100%)
195 Other Income - CC							(N/A)
197 Misc. Receipts - CC							(N/A)
SUB TOTAL	24,144.00	6,438.35	-17,705.65				-17,705.65 (-73%)

8. Community Site Costs							
Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
301 Clerk Salary - CC				1,114.00	275.16	838.84	838.84 (75%)
303 Clerk Expenses - CC				56.00	18.72	37.28	37.28 (66%)
307 HMRC Employers NI - CC				32.00	5.34	26.66	26.66 (83%)
321 Grounds Maintenance - CC				327.00		327.00	327.00 (100%)
323 Planned Maintenance - CC				1,011.00	446.17	564.83	564.83 (55%)
325 Repairs/Maintenance - CC				4,484.00	173.00	4,311.00	4,311.00 (98%)
326 Repairs/Maintenance Shared - C							(N/A)
327 Equipment - CC							(N/A)
331 Cleaning - CC				21.00		21.00	21.00 (100%)
333 Utilities Other - CC							(N/A)
334 Elec/Gas LRH				3,845.00	738.69	3,106.31	3,106.31 (80%)
335 Elec/Gas Pavilion				990.00	236.48	753.52	753.52 (76%)
336 Water LRH				717.00	817.05	-100.05	-100.05 (-13%)
337 Water Pavilion				388.00	65.71	322.29	322.29 (83%)
345 Rates - CC							(N/A)
355 Insurance Other - CC							(N/A)
356 Insurance LRH Property - CC				2,825.00		2,825.00	2,825.00 (100%)
357 Insurance LRH Contents - CC				510.00		510.00	510.00 (100%)
358 Insurance Pavilion - CC				491.00		491.00	491.00 (100%)
365 Professional Fees - CC				18,640.00	1,440.00	17,200.00	17,200.00 (92%)
367 IT Costs - CC							(N/A)
373 Contribution to PC Budget							(N/A)

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Laverstoke & Freefolk Parish Council Summary of Receipts and Payments All Cost Centres and Codes

2 July 2025 (2025-2026)

375 Bank Charges - CC							(N/A)
377 Misc. Costs - CC					60.00	-60.00	-60.00 (N/A)
379 HMRC VAT Payment							(N/A)
SUB TOTAL				35,451.00	4,276.32	31,174.68	31,174.68 (87%)

9. Community Site Projects							
Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
395 Project Cost - CC							(N/A)
SUB TOTAL							(N/A)

Summary

NET TOTAL	35,212.77	12,507.90	-22,704.87	46,648.00	7,319.75	39,328.25	16,623.38 (20%)
V.A.T.		730.46			854.60		
GROSS TOTAL		13,238.36			8,174.35		

[July Meeting Papers link](#)

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