

Laverstoke and Freefolk Extraordinary Parish Council Meeting 16 Sep 2025 Minutes

Public Time - none

Borough Councillor Update - none

County Councillor Update – Cllr Juliet Henderson firstly gave an overview of HCC. It has statutory duty to provide social care for elderly and children in care and takes 85% of budget. Pressures arise from increasingly elderly population - 30 new elderly per month taken into HCC care. The move to fostering from care for 'looked after' children has been very successful in Hants. School transport is also big budget item which is a pressure given it is not means tested. Juliet is particularly involved with education and the increasing learning difficulties/EHCP demand. Highways budgets remain squeezed. Proposed new hospital for B&D has been pushed to 2037 which is very disappointing.

Devolution – Government requires proposals for new local govt reorg involving unitary councils on 26th Sept. HCC and E Hants council are proposing a larger North/Mid unitary i.e. B&D, Hart, Rushmoor & Winchester. This contrasts with the current proposal from all the other district/borough councils who want North unitary as B&D, Hart & Rushmoor only. Juliet's concerns are that social services don't become too fragmented and that there is a good balance of urban and rural in each unitary. Parish councils are to stay intact. Every devolved area will have a mayor. The combined authority will also compose of a mayor and a board with representatives from each of the unitaries. Govt. can choose to implement another solution if they are unhappy with all proposals.

Reporting Issues & ACV Juliet is happy to follow up online references for concerning traffic issues. She offered to support ACV next steps as appropriate. She has access to has devolved projects budgets if some funding required. **Action:** email Juliet.

1. **Apologies for Absence:** Jo Probut, Alice MacGinnis
In attendance: David Ellis Chair, Jayne Hudson Joint Deputy Chair, Simon Albert Joint Deputy Chair, Andrew White, Julia Chedgey.
2. **Declarations of interest** – David Ellis: PCC, Millennium Green
3. **Sign and approve minutes of PC meetings** of 8 July, 16 July & 20 Aug. Approved & signed.
4. **Agree next steps wrt De La Rue sale of community site.** David outlined that ACV nomination had been successful. De La Rue had then informed B&D that they wish to sell the site. A community interest group (CIG) has until 15 Oct to confirm in writing if it would like to be treated as a potential bidder. If request made then a full 6-month moratorium will operate. This provides opportunity for a CIG to prepare a business plan and secure appropriate finance. This was discussed and David proposed, Julia seconded and all agreed that the PC would write to B&D confirming their interest asap.
5. **L&F Priorities for year, updated** – circulated as per [September Meeting papers](#)
Action for 1. TVMS leases: request solicitors do pavilion room registration on our behalf. **Action for 2. Effectiveness of PC:** set up meeting with Jayne, Alice & David to look at efficiencies and clerk role.
6. **Maintenance**
 - 6.1. Pat testing has been undertaken recently in LRH. **Action:** discuss contribution with WDN.
 - 6.2. Disused cars reported to PC. **Action:** Clerk to follow up with resident/B&D as appropriate
 - 6.3. Infill ceiling in area of undercroft. Quote for £148.85 **Action:** send order
 - 6.4. Consider painting LRH internally at Xmas
 - 6.5. Kitchen equipment review
 - 6.6. Hedges at Marsden Court – of 6 households contacted 4 hedges remain uncut with 2 potentially causing sightline issues. **Action:** Jayne to follow up
7. **Insurance** – broker has come back with renewed offer following some requirement adjustments. This remains c. £50 over budget but setting up direct debit would mean premium coming in under budget at £4082.05. It was proposed to renew with Hiscox via Gallagher for 3 years by direct debit by Simon, seconded by Jayne and all agreed.
8. **Finance**
 - 8.1. Finance report for Aug 25 (Scribe format); payments made over £200 ex VAT & transfers – see tables at end of minutes.

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- 8.2. Approval of payments to be made over £300 (excluding pre-authorised): Safe IS £1351.70; P Williams £959.70, Gallagher £4082.05 direct debit
- 8.3. Direct Debits and regular payments list for approval as per below. David proposed, Simon seconded and all agreed.

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

Parish Council

~~Scotall~~ (grounds maintenance, £1507.36 p.a. @ £188.425 p.m. April – Nov in 25/26)

Hants County Council Streetlights (£294.44 1st half year in 25/26)

Clerk Pay (82% of £515.88 p.m.)

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

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

HALC & NALC subscription (£261 in 25/26)

Hampshire County Supplies (paper, loo rolls etc)

Information Commissioner's Office (£47 p.a.)

Scribe accounts subscription (£172.80 p.a.)

Microsoft OneDrive (£1.66 p.m.), HSBC card

Bank charges (Unity £6 p.m.)

HMRC PAYE & NI, Direct Debit

Transfers between Current and Savings accounts to maximise interest

Community Centre Site

GB Lite Gas (2 year to 02.04.27): 6.84p/kwh, standing 49.9p/d, Direct Debit

GB Lite Electricity LRH (1 yr to 06.03.26): 25.94p/kwh, standing 40p/d, Direct Debit

GB Lite Electricity Pavilion (1 yr to 30.07.26): 24.16p/kwh, standing 40p/d, Direct Debit

Ryan Dickinson Boiler contract (£20.83 p.m.), Direct Debit

DBS update service (clerk DBS) (£13 p.a.), Direct Debit

Fire I.S. (6 monthly alarm & emergency lights contract £370 p.a. and annual extinguisher contract £70.45)

Cleaning materials from cheapest local sources, often supermarkets

Clerk Pay (18% of £515.88 p.m.)

Clerk utility contribution (18% of £26pm)

PPL/PRS music licence (£191.92 p.a.)

HMRC VAT, Direct Debit

Transfers between Current and Savings accounts to maximise interest

16.09.25



9. Planning. Any plans received after 12 Sept - none

10. Correspondence

- 10.1. Invitation Mayor's Civic Service/Opening Launch of St Michael's Church, Basingstoke, 11 Oct
- 10.2. Whitchurch Tennis Club queries re. lease proposals. WTC have stated that they want to stay at Laverstoke for 10 years and don't see that any courts will be built in Whitchurch before this time.

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- 10.3. 3 Sept B&D - L&F Community Site to be added to B&D's list of Assets of Community Value
- 10.4. B&D - draft Local Plan strategy scrutinised at Committee on 4 Sept
- 10.5. 22 Aug B&D – objected to Enviro Agency re request by Southern Water, for further abstraction River Test.
- 10.6. 3 Sep B&D - Joint Proposal to Gov for Local Gov Reorg from 12 Councils in Hants & IOW

August Finance Tables:

Bank balances 1 Aug: £76,906.77

Bank balances 31 Aug: £79,719.78

August Finance Report:

Laverstoke & Freefolk Parish Council 12 September 2025 (2025-2025)
Summary of Receipts and Payments
 All Cost Centres and Codes (Between 01/04/2025 and 31/08/2025)

1. Parish Council Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
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	+/- Under/over spend
300 Clerk Salary - PC				5,076.00	2,089.19	2,986.81	2,986.81 (58%)
302 Clerk Expenses - PC				215.00	85.28	129.72	129.72 (60%)
304 HMRC Employee PAYE/NIC Pa					26.08	-26.08	-26.08 (N/A)
306 HMRC Employers PAYE/NIC - PC				146.00	60.80	85.20	85.20 (58%)
310 Grounds Maintenance - PC				1,696.00	753.68	942.32	942.32 (55%)
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	308.00	-95.00	-95.00 (-44%)
364 IT Costs - PC				564.00	293.60	270.40	270.40 (47%)
370 Training - PC							(N/A)
372 Stationery - PC				199.00	69.00	130.00	130.00 (65%)
374 Bank Charges - PC				169.00	70.00	99.00	99.00 (58%)
376 Misc. Costs - PC				60.00	54.19	5.81	5.81 (9%)
SUB TOTAL				10,297.00	4,384.26	5,912.74	5,912.74 (57%)

4. Parish Council Grants Made

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

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Laverstoke & Freefolk Parish Council

12 September 2025 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/08/2025)

SUB TOTAL							(N/A)	
6. Community Site Income								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
111	Grants - CC							(N/A)
121	Hall Hire - Nursery	10,974.00	4,152.50	-6,821.50				-6,821.50 (-62%)
123	Hall Hire - Other	2,000.00	829.17	-1,170.83				-1,170.83 (-58%)
125	Site Rent	2,346.00	2,179.33	-166.67				-166.67 (-7%)
127	Hall hire deposit		100.00	100.00				100.00 (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	997.21	605.21				605.21 (154%)
134	Elec/Gas Cost Recovery - CC LF	2,192.00	1,160.24	-1,031.76				-1,031.76 (-47%)
135	Elec/Gas Cost Recovery - CC Pi	990.00	865.56	-124.44				-124.44 (-12%)
136	Water Cost Recovery - CC LRH	509.00	583.61	74.61				74.61 (14%)
137	Water Cost Recovery - CC Pavil	388.00	444.01	56.01				56.01 (14%)
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	12,751.63	-11,392.37				-11,392.37 (-47%)

8. Community Site Costs		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
301	Clerk Salary - CC				1,114.00	458.61	655.39	655.39 (58%)
303	Clerk Expenses - CC				56.00	18.72	37.28	37.28 (66%)
305	HMRC Employee NI - CC					5.72	-5.72	-5.72 (N/A)
307	HMRC Employers NI - CC				32.00	13.35	18.65	18.65 (58%)
321	Grounds Maintenance - CC				327.00		327.00	327.00 (100%)
323	Planned Maintenance - CC				1,011.00	558.28	452.72	452.72 (44%)
325	Repairs/Maintenance - CC				4,484.00	717.32	3,766.68	3,766.68 (84%)
326	Repairs/Maintenance Shared - C					29.16	-29.16	-29.16 (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	1,255.57	2,589.43	2,589.43 (67%)
335	Elec/Gas Pavilion				990.00	281.15	708.85	708.85 (71%)
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	1,524.85	17,115.15	17,115.15 (91%)
367	IT Costs - CC							(N/A)

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Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 31/08/2025)

373 Contribution to PC Budget					(N/A)
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	5,805.49	29,645.51	29,645.51 (83%)

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	18,821.18	-16,391.59	46,648.00	10,189.75	36,458.25	20,066.66 (24%)
V.A.T.		1,325.09			1,094.30		
GROSS TOTAL		20,146.27			11,284.05		

Payments in August 25 over £200 net

Date	Bank	Description	Supplier	Net	VAT	Total
18/08/2025	Laverstoke & Freefolk Parish Council	Electricity/Gas LRH	British Gas	272.21	13.61	285.82
26/08/2025	Laverstoke & Freefolk Parish Council	Clerk salary	Clerk	509.68	0	509.68

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Aug 25 Bank Transfers

Date	From	To	Amount	Notes
26/08/2025	Laverstoke & Freefolk Parish Council (Unity Bank)	L&F PC Unity Savings	£3,000	To maximise interest earning

[September Meeting papers](#)

Next PC meeting: 21 Oct 2025 at 19.30 in Lady Rose Hall.

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