

Laverstoke and Freefolk Parish Council Meeting 21 Oct 2025 Minutes

Public Time including a rewilding project

A resident updated the meeting on a project to rewild 3 of their fields across 50 acres some of which has been planted with trees and hedges with wood piles for insects. They are following 4 principles – taking a long term view, no chemicals, limited intervention (staying on top of pernicious weeds only) and allowing nature to say determine what goes on (soil varies). An Open Walk could be organised next year. They might also be looking out for cattle and sheep owners to graze the land non commercially.

Borough Councillor Update - none

County Councillor Update – Apologies sent. [Report received](#) and circulated

1. **Apologies for Absence:** Andrew White, Jayne Hudson Jt. Deputy Chair
In attendance: David Ellis Chair, Simon Albert Jt. Deputy Chair, Jo Probut, Julia Chedgey, Alice MacGinnis
2. **Declarations of interest** – David Ellis: PCC, Millennium Green (Item 7.); Jo Probut: B&D BC employee; Alice: planning item 10.2
3. **Sign and approve minutes of PC meetings** of 16 Sep. Approved & signed.
4. **Update on potential offer on our Asset of Community Value, the L&F Community site**
Following successful ACV listing, B&D notified the PC that De La Rue wish to sell the site. The PC confirmed their interest in bidding in a window that expires 3 March 2026. Cllrs are creating a paper for residents on options including asking Community to confirm if they wish to fundraise to bid, or not, or to investigate if B&D will bid. It is thought £150k is current unsolicited bid. Fundraising for building liabilities would also be needed. Juliet Henderson has engaged Kit Malthouse to speak to De La Rue. **Action:** prep viability plans and organise consultation meeting with community to gauge willingness to contribute to funding.
5. **Bombay Sapphire update** from Helen Coles. A recent bat survey found a good selection of bats mainly in the woodland at the back of the site. BS are working to retain their Wild Habitat Council Silver award, focussing on swifts. They are prepping for Xmas Cinema nights and master classes. The visitor centre will close over Xmas till 28 Dec. Production shuts down for 2 weeks from 23 Dec. Internally they have refurbished the 'dry' room (botanical area). Step into Blue marketing campaign has launched; reflected in the new gate totems which have been dimmed at night. They are still planning on using the Creators Lab with a mini still & small bottling line. Solar panel work has halted to check roof structures. Site is a licenced wedding venue since Aug with a couple of ceremonies having taken place. Planning on 1 p.m. on average. Other wedding celebrations also take place but BS don't plan to be a full-time venue. Visitor Centre expanded opening is being trialled from next week with a couple of tours on Weds/Thurs in addition to Fri-Sun.
6. **L&F Priorities for year** – no 5. Book exchange updated as per [Oct Meeting Papers](#). Quotes were greater than cost of shed for library itself so alternate solutions needed. Jo will help. **Action:** review BS old concrete parasol bases Other priorities were mentioned: 1. Lawyers are registering leases 2. PC Efficiencies - Cllrs will need to do more and we need to consider how we can make Community Centre work.
7. **Grant for Playground insurance, Millennium Green.** Jo Probut chaired. Discussed. Millennium Green has recently spent £3k on repairs. Insurance covered recent slide damage and rotten baby swing timber was covered under warranty but delivery costs and reinstallation were high. The see-saw will also be dug out and re-set. Jo proposed, Alice seconded and all agreed to support £900 playground insurance. (David excluded)
8. **Maintenance**
 - 8.1. Glass in LRH door needs replacing as per [Oct Meeting Papers](#). Quotes received with one having surveyed on site and they were cheaper at £270. David proposed, Simon seconded and all agreed to go with £270 quote.
9. **Finance**
 - 9.1. Finance report for Sep 25 (Scribe format) reviewed; payments made over £200 ex VAT & transfers – see tables at end of minutes.
 - 9.2. Alice has signed off bank reconciliations
 - 9.3. Approval of payments to be made over £300 (excluding pre-authorised) - none
 - 9.4. Acknowledge External Audit completion, Auditors certificate and comments for FY24/25 accounts. PC had been chosen from BDO 5% sample to provide greater audit detail this year. We have received the External

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Auditors Certificate with confirmation the information in the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern. In 'Other matters not affecting our opinion' they mention level of general reserves is less than expected. It was discussed that we need to make clearer that the general reserve relates to PC only. David proposed and Simon seconded acknowledging audit completion and comments. All agreed

- 9.5. **Appointment of Internal Auditor.** A thorough report was provided by Mulberry LAS for 24/25 and we have already started implementing the recommendations for next year e.g emails on our own domain. The cost is £5 p.h. more next year but this can be fixed for 3 years. Jo proposed, Simon seconded and all agreed to appoint Mulberry LAS as our auditors for the next 3 years.

10. Planning.

- 10.1. **Windows installed at 3 Watch Lane, Freefolk following an extension.** Planning enforcement action had been disappointing. This is a conservation issue - the windows without Georgian glazing bars degrade the whole terrace of houses affecting the street scene in the conservation area. Jo proposed and Alice seconded requesting the conservation officers take a look. The layout of windows is not same as neighbours and as the original that were supposed to be match to in the extension. In the end, all the old windows had been replaced without Georgian glazing bars. A retrospective change of material of window (UPVC) had been approved but not the style. The solution could be as simple as stuck on bars.

- 10.2. **Ref: 25/02402/HSE.** Location: 27 Laverstoke Lane Laverstoke Hampshire RG28 7NY. Proposal: Proposed new conservatory link with solid roof. Discussed (excluding Alice).
David proposed, Simon seconded to make no comment.

11. Correspondence

- 11.1. PCSO attending 21 Oct 10.00 - 11.00 in playground. David met with Andy Jones & introduced him to TVMS
- 11.2. Hants Hospitals NHS Trust workshop: help shape Trust strategy 2025-30 on 11 Nov
- 11.3. HCC Community-led transport grants and webinar on 23 Oct
- 11.4. Public consultation Great Wolf Resorts re Worting Water Park development 22 Oct
- 11.5. B&D Invitation to Remembrance Sunday 9 Nov, 11.00 & Armistice Day Tues 11 Nov, 11.00

September Finance Tables:

Balances on bank accounts:

Opening balance at 01.09.25: £79,719.78

Closing balance at 30.09.25: £82,017.68

September payments over £200 net

Date	Net	VAT	Total	Description	Supplier
30.09.25	600	120	720	Speed Indicator Device	Simone Surveys
30.09.25	378.49	75.7	454.19	Fire Alarm remedials	Safe I.S.
30.09.25	441.83	88.37	530.2	Emergency Light remedials	Safe I.S.
26.09.25	306.3	61.26	367.56	Fire Extinguisher remedials	Safe I.S.
19.09.25	238.98	47.8	286.78	Dorgard SmartSound door closers	Safelincs Ltd
15.09.25	210	42	252	Audit External	BDO
15.09.25	509.48	0	509.48	Clerk salary	Clerk

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10 October 2025 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2025 and 30/09/2025)

1. Parish Council Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
100 Precept	10,600.00	10,600.00					(0%)
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	856.67	731.67				731.67 (585%)
196 Misc. Receipts - PC							(N/A)
SUB TOTAL	11,068.77	11,800.44	731.67				731.67 (6%)

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	2,506.96	2,569.04	2,569.04 (50%)
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/NI - PC				146.00	60.80	85.20	85.20 (58%)
310 Grounds Maintenance - PC				1,696.00	942.10	753.90	753.90 (44%)
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	600.00	44.00	44.00 (6%)
350 Insurance Liability - PC				276.00		276.00	276.00 (100%)
351 Insurance Property - PC							(N/A)
360 Audit Fees - PC				523.00	490.00	33.00	33.00 (6%)
362 Professional Fees - PC				213.00	308.00	-95.00	-95.00 (-44%)
364 IT Costs - PC				564.00	295.26	268.74	268.74 (47%)
370 Training - PC							(N/A)
372 Stationery - PC				199.00	102.25	96.75	96.75 (48%)
374 Bank Charges - PC				169.00	76.00	93.00	93.00 (55%)
376 Misc. Costs - PC				60.00	54.19	5.81	5.81 (9%)
SUB TOTAL				10,297.00	5,841.36	4,455.64	4,455.64 (43%)

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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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	5,008.50	-5,965.50				-5,965.50 (-54%)
123	Hall Hire - Other	2,000.00	866.67	-1,133.33				-1,133.33 (-56%)
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	13,645.13	-10,498.87				-10,498.87 (-43%)

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	550.32	563.68	563.68 (50%)
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	673.26	337.74	337.74 (33%)
325	Repairs/Maintenance - CC				4,484.00	2,158.21	2,325.79	2,325.79 (51%)
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	1,488.12	2,356.88	2,356.88 (61%)
335	Elec/Gas Pavilion				990.00	357.77	632.23	632.23 (63%)
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	1,716.77	16,923.23	16,923.23 (90%)
367	IT Costs - CC							(N/A)
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	7,954.16	27,496.84	27,496.84 (77%)

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	25,445.57	-9,767.20	46,648.00	13,795.52	32,852.48	23,085.28 (28%)
V.A.T.		1,503.79			1,993.72		
GROSS TOTAL		26,949.36			15,789.24		

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Bank Transfers Sept 2025

Date	Amount	From Bank	To Bank	Comment
29-Sep	£4,300	Laverstoke & Freefolk PC Unity Current	L&F PC Unity Savings	To maximise interest earning after precept received
19-Sep	£1,000	L&F PC Unity Savings	Laverstoke & Freefolk PC Unity Current	To keep current account from going into overdraft
15-Sep	£1,000	L&F PC Unity Savings	Laverstoke & Freefolk PC Unity Current	To keep current account from going into overdraft
12-Sep	£600	L&F PC Unity Savings	Laverstoke & Freefolk PC Unity Current	To keep current account from going into overdraft

[October Meeting papers](#)

Next PC meeting: 18 Nov 2025 at 19.30 in Lady Rose Hall.

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