

Laverstoke and Freefolk Parish Council Meeting 18 Nov 2025 Minutes

Public Time including Consultation on bidding options for L&F Community Site (now an Asset of Community Value)

David gave an overview of situation to date - from De La Rue's offer to sell to the PC 2 years ago to current time. He outlined extent of land affected and some potential options. The archers confirmed they want to continue using the site, want residents to be happy with their use of it, want to improve disabled access and have provided 3 members of GB archery team this year. At the consultation on Sunday the vibe was very much that residents would like to progress bidding. There was also discussion on reality of managing halls, fundraising methods, structures and setting up a group of volunteers to progress.

Borough Councillor Update - none

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

1. Apologies for Absence: none

In attendance: David Ellis Chair, Simon Albert Jt. Deputy Chair, Jayne Hudson Jt. Deputy Chair, Jo Probut, Andrew White, Julia Chedgey, Alice MacGinnis

2. Declarations of interest – David Ellis: PCC, Millennium Green; Jo Probut: B&D BC employee

3. Sign and approve minutes of PC meetings of 21 Oct. Approved & signed.

4. Maintenance

4.1. LRH redecorating at Christmas and impact on budget and reserves. 3 quotes had been received and funding to come from reserves as per [Nov Meeting papers](#). Jo proposed, David seconded and all agreed to go with contractor 1. with addition of undercroft garden doors/windows.

4.2. Hedge cutting in Marsden Court **Action:** report to Highways where encroaching on pavement

5. Clerk resignation and review of the role

5.1. As per [Nov meeting papers](#) 3 matters reviewed: Firstly, clerk resignation effective 30.11.25 and vote of thanks given to Nicky for dedication and contribution to council and community. Secondly, streamlining of way PC works - council meetings timetable, agreed councillor lead responsibilities, newsletter volunteer sought, hall management group and ladyrosehall email to be set up, finance and IT systems use – David proposed, seconded by Jayne. Thirdly, approval of clerk job spec proposed by David, seconded by Jayne. PC delegates authority to interview to David, Jayne and Simon was proposed by Alice and seconded by Julia. Interim Operation of council post 30.11.25 with Nicky as interim clerk proposed by David and seconded by Jayne. **Actions:** clerk interim position to be reviewed monthly.

6. Finance

6.1. Finance report for Nov 25 (Scribe format) reviewed; payments made over £300 ex VAT & transfers – see tables at end of minutes.

6.2. Approval of payments to be made over £300 ex vat (excluding pre-authorised) - none

7. Planning

7.1. **T/00574/25/TCA** Location: 12A Laverstoke Lane Laverstoke Hampshire RG28 7NY. Proposal: Removal of one misshapen cherry tree from front garden. Will be replaced by a mature, native tree sapling. No comment. Verbally talked.

7.2. **T/00557/25/TCA** Location: Ash tree is situated in a woodland that belongs to The Piscatorial Society adjacent to and overhanging the London Road. Exact grid reference: SU 48243 48545. Proposal: semi-mature ash tree (within Conservation Area) flagged as a hazard by Highways. Dismantle the tree to ground level. No comment

8. Correspondence

8.1. Police Commissioner grants available towards part costs of Fixed Speed Cameras

8.2. HCC funding from Department for Transport for PC Bus Shelter Grant Scheme (up to £15k) – deadline 28 Feb 26 **Action:** Andrew to investigate

October Finance Tables:

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Balances on bank accounts: Opening balance at 01.10.25: £82,017.68. Closing balance at 31.10.25: £84,756.93

Bank Transfers Oct 2025

Date	Amount £	From Bank	To Bank	Comment
27-Oct	1000	L&F PC Unity Savings	L& F PC Unity Current	To prevent current account going into overdraft
16-Oct	2000	L&F PC Unity Current	L&F PC Unity Savings	To maximise interest earning

Laverstoke & Freefolk Parish Council Summary of Receipts and Payments All Cost Centres and Codes (Between 01/04/2025 and 31/10/2025)

3 November 2025 (2025-2026)

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
100	Precept	10,600.00	10,600.00					(0%)
110	Grants - PC	343.77	343.77					(0%)
111	Grants - CC							(N/A)
121	Hall Hire - Nursery	10,974.00	6,683.00	-4,291.00				-4,291.00 (-39%)
123	Hall Hire - Other	2,000.00	1,097.92	-902.08				-902.08 (-45%)
125	Site Rent	2,346.00	2,179.33	-166.67				-166.67 (-7%)
127	Hall hire deposit		200.00	200.00				200.00 (N/A)
131	Cost Recoveries Other - CC	1,440.00	1,440.00					(0%)
132	Insurance Cost recovery - CC LRH	1,413.00	1,441.96	28.96				28.96 (2%)
133	Insurance Cost recovery - CC Pav	392.00	997.21	605.21				605.21 (154%)
134	Elec/Gas Cost Recovery - CC LRH	2,192.00	1,530.39	-661.61				-661.61 (-30%)
135	Elec/Gas Cost Recovery - CC Pav	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 Pavilion	388.00	444.01	56.01				56.01 (14%)
140	Donation - PC							(N/A)
145	Donation - CC							(N/A)
151	HMRC Refund							(N/A)
190	Other Income - PC							(N/A)
192	Bank interest - PC	125.00	71.10	-53.90				-53.90 (-43%)
193	Bank interest - CC	1,500.00	785.57	-714.43				-714.43 (-47%)
195	Other Income - CC							(N/A)
196	Misc. Receipts - PC							(N/A)
197	Misc. Receipts - CC							(N/A)
300	Clerk Salary - PC				5,076.00	2,924.73	-2,151.27	-2,151.27 (42%)
301	Clerk Salary - CC				1,114.00	642.03	-471.97	-471.97 (42%)
302	Clerk Expenses - PC				215.00	149.24	-65.76	-65.76 (30%)
303	Clerk Expenses - CC				56.00	32.76	-23.24	-23.24 (41%)
304	HMRC Employee PAYE/NIC Payr					31.33	-31.33	-31.33 (N/A)
305	HMRC Employee NI - CC					6.87	-6.87	-6.87 (N/A)
306	HMRC Employers PAYE/NI - PC				146.00	72.80	-73.20	-73.20 (50%)
307	HMRC Employers NI - CC				32.00	15.98	-16.02	-16.02 (50%)
310	Grounds Maintenance - PC				1,696.00	1,130.52	-565.48	-565.48 (33%)
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%)
321	Grounds Maintenance - CC				327.00		327.00	327.00 (100%)
323	Planned Maintenance - CC				1,011.00	694.09	-316.91	-316.91 (31%)
325	Repairs/Maintenance - CC				4,484.00	2,820.45	-1,663.55	-1,663.55 (37%)
326	Repairs/Maintenance Shared - CC							(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	1,733.11	-2,111.89	-2,111.89 (54%)
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)
350	Insurance Liability - PC				276.00		276.00	276.00 (100%)
351	Insurance Property - PC							(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%)
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%)

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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 (77%)

. 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		

Oct 2025 Payments over £200

Date	Net	VAT	Total	Description	Supplier	Bank
27-Oct	260	52	312	IT Service	ElpaTech Ltd	Laverstoke & Freefolk Parish Council (Unity Bank)
22-Oct	200.66	10.03	210.69	Electricity	British Gas	Laverstoke & Freefolk Parish Council (Unity Bank)
14-Oct	509.48	0	509.48	Clerk salary	Clerk	Laverstoke & Freefolk Parish Council (Unity Bank)
01-Oct	282.06	0	282.06	Electrical works	[REDACTED]	Laverstoke & Freefolk Parish Council (Unity Bank)
01-Oct	351.02	0	351.02	Electrical works	[REDACTED]	Laverstoke & Freefolk Parish Council (Unity Bank)

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[November Meeting papers](#)

Next PC meeting: 9 Dec 2025 at 19.30 in Lady Rose Hall.

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