

Laverstoke and Freefolk Parish Council Meeting 9 Dec 2025 Minutes

Public Time None

Borough Councillor Update - none

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

1. **Apologies for Absence:** Julia Chedgey, Alice MacGinnis
In attendance: David Ellis Chair, Simon Albert Jt. Deputy Chair, Jo Probut, Andrew White
2. **Declarations of interest** – David Ellis: PCC, Millennium Green; Jo Probut: B&D BC employee
3. **Sign and approve minutes of PC meetings** of 18 Nov. Approved & signed.
4. **ACV Bid progress** - Following interest from residents, TVMS members, Kingfisher trustees and the archery club over 2 public meetings, a steering group has been set up and is now actively working to make a bid. Rumours around the unknown De La Rue bidder approaching Kingfisher directly were corroborated by their chair who was unable to divulge any details. The clerk is investigating PWLB and other loans. Other funding avenues are also being investigated. It was noted that the Tennis club are putting in proposals to Whitchurch Town Council for courts.
5. **Book Exchange** – Considering the high costs of making a safe base for an external standalone library, it is proposed to locate exchange in the church. A box will sit outside in the porch with a few books in and inside there will be a bookshelf. The PCC have agreed. **Action:** Jo to locate a dark wood bookshelf.
6. **Maintenance**
 - 6.1. Authorisations needed for:
 - 6.1.1. replacement of LRH ovens & installation. (Bosche model £419). Jo proposed up to £1000 be spent and Simon seconded, all agreed. (LGA 1972 s.133)
 - 6.1.2. addition of an electrical circuit. Jo proposed up to £500 be spent proposed by Jo, seconded by Simon, all agreed. (LGA 1972 s.133)
 - 6.1.3. to purchase decorating materials up to £1400 on VISA card. Jo proposed, Andrew seconded, all agreed. LRH being redecorated during Christmas shutdown (LGA 1972 s.133)
 - 6.2. Review of Community Site maintenance checklist – Andrew proposed and Jo seconded approval (LGA 1972 s.111)
7. **Review of risk register undertaken. Action:** amend booking Ts and Cs to include internal fire doors from corridor to main hall being kept closed. David proposed and Simon seconded approval of risk register review and adoption of new Risk Management Policy. (LGA 1972 s.111)
8. Simon proposed Jo added as backup to delegated interviewers list for new clerk interviews in January, Andrew seconded. All agreed.
9. **Finance**
 - 9.1. Reviewed forecast for 25/26 and draft budget for 26/27 – [December 25 Meeting papers](#). Discussed including some amendments **Action:** review Community Site Maintenance model and requirements for next year e.g. external redecoration, review recoveries, review need for legal fees, budget. (LGA 1972 s.151)
 - 9.2. Approval of payment to be made over £300 excluding items already approved in 6.1 above: Electrician LRH LED lights replacement £559.87; AGE Painting & Decorating Ltd £2950 proposed by Andrew, seconded by David and all agreed. (LGA 1972 s.133)
 - 9.3. Reviewed Bank Mandate as per [December 25 Meeting papers](#). Approval proposed by David, seconded by Simon and all agreed. (Accounts & Audit Regs 2015)
 - 9.4. Reviewed fee and charge rates for hall and recoveries as per [December 25 Meeting papers](#). Approval proposed by David, seconded by Jo and all agreed. (LGA 1972 s.133)
 - 9.5. Reviewed internal controls as per [December 25 Meeting papers](#). Approval proposed by David, seconded by Simon and all agreed. (Accounts & Audit Regs 2015 (Reg. 3 & 4))
 - 9.6. Reviewed [website accessibility WCAG 2.2 compliance](#) report from Elpatech. **Action:** Post statement on PC Website (Public Sector Bodies (Websites & Mobile Apps.) Accessibility Regulations 2018)

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9.7. Reviewed interim 25/26 internal audit report. In the auditor's opinion the systems and internal procedures at L&FPC are well established and followed. Approval of report and recommendations was proposed by Simon and seconded by David. All agreed. *(Account & audit reg 2015)*

Recommendations made included:

9.7.1. Ensuring that councillors consent to receiving council meeting papers electronically **Action:** amend Cllr Acceptance Forms to include this. In meantime Cllrs to sign acceptance table. *(LGA 1972 s 12)*

9.7.2. Clerk & Cllrs undertake regular GDPR training **Action:** investigate courses available

9.7.3. Diary of future meeting dates is published **Action:** include dates on website alongside general statement of 3rd Tues in month

9.7.4. A 'summons' is included with the agenda **Action:** include from Jan 26

9.7.5. The relevant power is specified on agendas and minutes to ensure the council continues to act lawfully **Action:** include from Jan 26 onwards. Consider including in budget file or Scribe

10. **Other governance policies to consider for approval:** [IT Policy](#), [Data Protection Policy](#), [Data Retention Policy](#), [Data Breach Policy](#), data audit, [Privacy Policy](#) *(Data Protection Act 2018, UK GDPR (Articles 5, 24, 32–34) Employment (Local Government Act 1972 s.112)* It was proposed by David, seconded by Simon and agreed by all to adopt these policies. **Action:** upload to website as appropriate

11. Planning

11.1. **Ref: 25/00615/REV.** Location: Farnborough Airport, Farnborough Road, Farnborough, GU14 6XA.
Proposal: Variation of Conditions 2 (aircraft movements) and 6 (aircraft weight), and replacement of Conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022
Discussed with no comments.

12. Correspondence

- 12.1. B&D invitation to Local Govt. Reorganisation virtual meeting: 10 Dec, 19.00 – 20.30
- 12.2. Winchester City consultation on Proposed Main Modifications to the Local Plan 2020-40
- 12.3. B&D Local Plan 2024 to 2042: Draft Spatial Strategy Regulation 18 Consultation (2025) to Friday 23 January 2026 (additional 6300 houses over plan life). Invitation from leader to visit
- 12.4. HCC consultation - household items reuse, repair, disposal + wider issues around consumption & resource management – to 11 Jan 26
- 12.5. B&D Mayor's Spring Rock Concert - 7th March 2026

[December 25 Meeting papers](#)

Next PC meeting: 20 Jan 2026 at 19.30 in Lady Rose Hall.

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