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|  | <p style="text-align: center;">West Meon Parish<br/>Council Meeting<br/>Minutes<br/>4<sup>th</sup> March 2025; 6.00pm<br/>West Meon Village Hall</p> |  |
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Present: Cllr H Davies (chair), Cllr V Burke; Cllr S Fowler, Cllr Tim Main, Cllr J Humphreys, Cllr G Silk  
 In Attendance: One member of the public, Cllr Neil Bolton, Cllr Jerry Petty and the Clerk B GibsonOst

| Item No. | Item   | Decision  |
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| 2979     | Apologies for absence                        | 1. Apologies were accepted from Cllr R Gedye and Cllr S Hickmore  |
| 2980     | Chair's remarks                              | 2. Confirmed first Town Council Hub Meeting 5 <sup>th</sup> April 2025, Cuppacheeno, The Village Shop 0900-1000 hours: members <b>RESOLVED</b> two representatives to attend, Cllr S Fowler and Cllr J Humphreys. Additional attendee support will be welcome.<br>3. The Chair met with WMVH Chair, to improve collaboration and hall usage. Suggestion of a newcomers' event, to promote local clubs and groups, with financial support from parish council (refreshments). Members agreed a detailed plan was required.<br>4. Seek confirmation the 9x9 pitch location proposed for West Meon Primary school usage, is accurate.<br>5. Clerk to investigate who handles land registry documents and the impact on the 9x9 pitch location.<br>6. Chair welcomed ideas for monthly Parish Magazine. |
| 2981     | Disclosable pecuniary interests              | 1. None   |
| 2982     | Public questions                             | 1. Members <b>RESOLVED</b> to suspend Standing orders to allow for public participation.<br>2. A member of the public spoke about a need for improved road signage and traffic calming measures, expressing concern about pedestrian safety, particularly school children at crossing.  |
| 2983     | Resume SO                                    | 1. Members <b>RESOLVED</b> to resume Standing orders  |
| 2984     | Report from outside bodies: District Council | <b>District Council.</b><br>1. Cllr Neil Bolton and Cllr Jerry Petty submitted a report and gave an update on local government and the potential creation of unitary authorities.<br>2. Cllr Neil Bolton and Cllr Jerry Petty also discussed the challenges of planning enforcement, particularly due to under-resourcing and the lengthy appeal process.   |

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| <b>2985</b> | Report from outside bodies: County Council | <b>Co inty Council.</b><br>1. Cllr Malcolm Wallace submitted a written report. The report was noted.   |            |            |              |               |
| <b>2986</b> | Minutes of previous meetings (04/02/25)    | 1. Members <b>RESOLVED</b> to accept the minutes as a true record and the chair was authorised to sign.  |            |            |              |               |
| <b>2987</b> | Co-option                                  | 1. Nothing to report.  |            |            |              |               |
| <b>2988</b> | Clerk's Report                             | 1. The clerk tabled her report on ongoing activities. (Annexed)<br>2. The report was noted.  |            |            |              |               |
| <b>2989</b> | Annual Parish Meeting                      | 1. Date set for the next Annual Parish Meeting: Thursday, 24 <sup>th</sup> April 2025, 1900 hours at WM Sports Pavilion.<br>2. (2990) The Clerk was authorised to book the Sports Pavilion.<br>3. (2291) Members <b>RESOLVED</b> to follow last year's budget with a 10% uplift to accommodate price increases.  |            |            |              |               |
| <b>2992</b> | Flood Risk/Weir                            | 1. Interlock Surveys Ltd had completed the topographical survey. The results of the survey had not been received.  |            |            |              |               |
| <b>2993</b> | Bank balances                              | 1. The balances on the current and deposit accounts as of 28 <sup>th</sup> February were noted.<br><ul style="list-style-type: none"> <li>• Current account 49,780.95</li> <li>• Deposit Account 52,272.30</li> </ul> 2. To increase earnings on interest members <b>RESOLVED</b> to transfer funds from the current account, leaving a balance of £10,000.00 to cover monthly payments. |            |            |              |               |
| <b>2994</b> | Receipts and Payments                      | 1. Receipts and Payments for February 2025. See list annexed.  |            |            |              |               |
| <b>2995</b> | Year-end forecast                          | 1. Members noted the year end forecast update was awaiting a decision on the purchase of Woodland signs.   |            |            |              |               |
| <b>2996</b> | Payments                                   | 1. Members noted the payments made to date and those planned for March 2025.   |            |            |              |               |
|             | <b>Payee</b>                               | <b>Service</b>   | <b>Net</b> | <b>VAT</b> | <b>Gross</b> | <b>Method</b> |
|             | <b>Hugo Fox</b>                            | Web Hosting  | 9.99       | 2.00       | 11.99        | DD            |
|             | <b>Todeka Ltd</b>                          | Locum clerk services   | 739.02     | 147.80     | 886.82       | FP            |
|             | <b>Clerk salary</b>                        | Clerk salary   | TBA        | TBA        | TBA          | FP            |
|             | <b>Winchester CC</b>                       | Dog Bins Q2 & Q3   | 260.00     | 0.00       | 260.00       | FP            |
|             | <b>WMVH</b>                                | Biffa waste shared cost  | 143.68     | 0.00       | 143.68       | FP            |
|             | <b>SLCC</b>                                | Subscription   | 160.00     | 0.00       | 160.00       | FP            |
| <b>2997</b> | Woodlands Entrance Signs                   | 1. Members agreed to suspend payment of Woodland Entrance signs of £1,000 deposit until all outstanding queries are understood and addressed.  |            |            |              |               |
| <b>2998</b> | Grants                                     | 1. One grant application received, from Woodlands WEB. To support the review process members agreed they must complete the Grant Application form.<br>2. The Clerk will send them a copy of the Grant Application Form.  |            |            |              |               |

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| <b>2999</b> | Planning applications received         | 1. SDNP/25/00636/FUL: Meon Hut Service Station. Members <b>RESOLVED</b> to support the changes, recognising the potential to create positive local employment opportunities and the extension of EV charging hubs, which will further enhance sustainability and accessibility.   |
| <b>3000</b> | Planning decisions                     | 1. None   |
| <b>3001</b> | Appeals                                | 1. None   |
| <b>3002</b> | West Meon Vision/ Neighbourhood Plan   | 1. Example surveys, including a village survey and a neighbourhood survey, have been circulated.<br>2. Blueprint from an external parish had been received. Cllr Silk will distribute it to other members.<br>3. The Chair stressed the need to inform Winchester County Council and the South Downs National Park about the intention to create a neighbourhood plan and to define the plan area.<br>4. The Clerk will contact both authorities for notification and for guidance. |
| <b>3003</b> | Vision Workshop                        | 1. Members agreed that a workshop will be scheduled when all surveys have been compiled.<br>2. The workshop will be used to review and finalise a Village Survey.   |
| <b>3004</b> | South Downs National Park – Local Plan | 1. The Planning Group presented their recommendations.<br>2. The recommendations were adopted.<br>3. The Clerk was authorised to submit the response before the 17 <sup>th</sup> March deadline.  |
| <b>3005</b> | Playing Field Gate – Repairs           | 1. The Clerk was instructed to obtain two quotes to repair the damaged gate that abuts the Village Hall. A new catcher latch is required, and the gate needs to be fixed to the Village Hall.<br>2. Once the extent of the work is understood, it will be necessary to raise the matter with the Chairman of the Village Hall, as it impacts the side of the hall.  |
| <b>3006</b> | Replacement Padlock                    | 1. Cllr Silk reported that M. Edwards (groundsman) replaced the padlock, as the existing code failed, and the padlock had to be broken and replaced.<br>2. Members agreed to reimburse M. Edwards for the cost.<br>3. The access code for the padlock will be shared only with councillors and M. Edwards.<br>4. If the code is shared with unauthorised persons, M. Edwards will change it and notify Cllr Silk of the change.   |
| <b>3007</b> | Lengthsman Liaison                     | 1. Cllr Main was nominated to assume the liaison responsibilities with the Lengthsman.<br>2. Cllr Main accepted the role.<br>3. Cllr Silk agreed to provide a handover of the tasks, duties, and schedule to Cllr Main.   |
| <b>1</b>    | Date/time of next meeting              | 1. <b>Monday 7<sup>th</sup> April 2025</b> at West Meon VH; 6.00pm. Date moved to accommodate Financial Year End reporting.   |

Signed:

Name:

(Chair of meeting approving minutes)

Dated:

**Appendix A:**

Agenda item 2994: Receipts and Payments made in February.

| Ref | Code             | Date       | Description    | Supplier                     | Net             | VAT           | Total           |
|-----|------------------|------------|----------------|------------------------------|-----------------|---------------|-----------------|
| 94  | Tree maintenance | 21/01/2025 | Maintenance    | Jimmy Stiles                 | 120.00          | 24.00         | 144.00          |
| 86  | Locum Clerk      | 06/02/2025 | Locum Clerk    | Todeka                       | 1,267.80        | 253.56        | 1,521.36        |
| 87  | Play Equipment   | 06/02/2025 | Play equipment | Creative Play                | 2,485.25        | 497.05        | 2,982.30        |
| 88  | IT               | 11/02/2025 | IT Support     | Computer Problems Solved Ltd | 60.00           |               | 60.00           |
| 73  | IT               | 15/02/2025 | Software       | Starboard Systems Ltd        | 719.00          | 143.80        | 862.80          |
| 64  | Website          | 15/02/2025 | web site       | Hugo Fox Ltd                 | 9.99            | 2.00          | 11.99           |
| 93  | Bank charges     | 28/02/2025 | Bank charge    | Unity                        | <b>4,668.04</b> |               | 6.00            |
|     |                  |            |                | Total                        | .00             | <b>920.41</b> | <b>5,588.45</b> |