
	<p style="text-align: center;">West Meon Parish Council Meeting Minutes 7th April 2025; 6.00pm West Meon Village Hall</p>	
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Present: Cllr H Davies (Chair), Cllr V Burke, Cllr S Fowler, Cllr R Gedye, Cllr S Hickmore, Cllr J Humphreys, Cllr T Main, Cllr G Silk

In Attendance: Cllr Bolton (WCC), Cllr Pett (WCC) and the Parish Clerk B Gibson-Ost

Meeting started: 6.03pm

Item No.	Item	Decision
3009	Apologies for absence	1. None
3010	Chair's remarks	<ol style="list-style-type: none"> 1. The Chair reminded members of the importance of Standing Orders and reminded all members to familiarise themselves ahead of the upcoming training. 2. Members were reminded to keep comments concise, and these should be directed via the Chair, with hands raised to speak. 3. Agenda items should be submitted to the Chair by the 15th of each month. 4. Parish News contributions, including updates from working groups should be submitted to the Chair by the 10th of each month. 5. Parish Hub: Cllrs Fowler and Humphreys provided an update. Key issues raised included traffic speed and parking congestion around the Village Hall. 6. Annual Parish Meeting: members agreed to meet Tuesday 22nd April, 6.30pm at Cllr Hickmores' house. 7. It was agreed that working groups would be re-established to focus efforts on key areas. Members were invited to confirm which groups they wished to join and updated as follows: - <ol style="list-style-type: none"> a. Planning & Housing – Cllrs Burke and Silk (<i>no change</i>) b. Flooding – Cllrs Davies, Gedye, and Main c. Community & Recreation – Cllrs Burke, Fowler, Hickmore, Humphreys, Main, and Silk d. Traffic & Road Safety – Cllrs Burke, Hickmore, Humphreys, and Main e. Finance – Cllrs Burke, Davies, and Gedye (<i>no change</i>) 8. The Chair reminded members that council business should be conducted using their designated gov.uk email addresses, not personal accounts. Cllr Gedye noted ongoing technical issues with accessing his council email.

3011	Disclosable pecuniary interests	1. None declared.
3012	Public questions	1. No members of the public were present.
3013	Resume SO	1. Not applicable – Standing Orders were not suspended.
3014	Report from outside bodies: District Council	District Council 1. Borough Cllr Neil Bolton provided an update including: - a Devolutions discussions and the possibility of unitary authority structures. b Potential transfer of assets from Winchester City Council to Parish Councils. c A Government White Paper with limited detail for parishes. d Telephone infrastructure transitioning from copper wire to digital. Vulnerable residents should register their communication needs with their telephone providers.
3015	Report from outside bodies: County Council	County Council 1. Cllr Malcolm Wallace addressed the council. a. Hampshire Highways now offering limited support to parishes due to lack of funding. Initial feasibility assessment can be provided, to include cost estimates. b. Parishes are encouraged to take a strategic approach to traffic issues, identifying problems and requesting suggestions rather than proposing solutions. c. The Warm Homes Program has re-opened, offering grants to eligible households (efficiency rating D-G) with no savings assessment.
3016	Minutes of previous meetings (07/03/25)	1. Members RESOLVED to accept the minutes of the previous meeting as a true record. The Chair was authorised to sign.
3017	Co-option	1. Nothing to report.
3018	Clerk's Report	1. The clerk tabled her report on ongoing activities. (Annexed) 2. Scribe Accounting: Members RESOLVED to pay an additional 5 worked by the Clerk for. Inputting 2023/2024 transactions. Going forward additional hours should be logged. 3. Annual Parish Meeting: Members RESOLVED a budget of £165 for refreshments. The Clerk to confirm the budget with M. Edwards (Sports Hall) and share the draft Agenda with the Chair of the Village Hall.
3019	Flood Risk/Weir	1. The results of the survey had not been received. Cllr Gedye to follow up with Hydrox.
3020	Bank balances	1. The balances on the current and deposit accounts as of 31 st March were noted. • Current account £45,366.46 • Deposit Account £52,601.40
3021	Receipts and Payments	1. Receipts and Payments for March 2025 (see annex).

3022	Year-end forecast	1. The year-end forecast was not available at the time of the meeting.																																																
3023	Payments	1. Members noted the payments made to date and those planned for April 2025.																																																
	<table border="1"> <thead> <tr> <th>Payee</th> <th>Service</th> <th>Net</th> <th>VAT</th> <th>Gross</th> <th>Method</th> </tr> </thead> <tbody> <tr> <td>Hugo Fox</td> <td>Web Hosting</td> <td>9.99</td> <td>2.00</td> <td>11.99.</td> <td>DD</td> </tr> <tr> <td>Todeka Ltd</td> <td>Locum Clerk Services</td> <td>TBA</td> <td>TBA</td> <td>TBA</td> <td>FP</td> </tr> <tr> <td>Clerk</td> <td>Clerk Salary</td> <td>1045.00</td> <td></td> <td>1045.00</td> <td>FP</td> </tr> <tr> <td>NEST</td> <td>Clerk Pension</td> <td>34.53</td> <td></td> <td>34.53</td> <td>DD</td> </tr> <tr> <td>HMRC</td> <td>Clerk NI & Tax.</td> <td>389.70</td> <td></td> <td>389.70</td> <td>FP</td> </tr> <tr> <td>Hydrock</td> <td>Consultancy</td> <td>2030.63</td> <td>406.13</td> <td>2436.76</td> <td>FP</td> </tr> <tr> <td>HALC</td> <td>Training</td> <td>48.00.</td> <td>9.60</td> <td>57.60.</td> <td>FP</td> </tr> </tbody> </table>	Payee	Service	Net	VAT	Gross	Method	Hugo Fox	Web Hosting	9.99	2.00	11.99.	DD	Todeka Ltd	Locum Clerk Services	TBA	TBA	TBA	FP	Clerk	Clerk Salary	1045.00		1045.00	FP	NEST	Clerk Pension	34.53		34.53	DD	HMRC	Clerk NI & Tax.	389.70		389.70	FP	Hydrock	Consultancy	2030.63	406.13	2436.76	FP	HALC	Training	48.00.	9.60	57.60.	FP	
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3024	WMVH Invoice	<ol style="list-style-type: none"> 1. An invoice received for £180 (covering a 6-month period), was queried by the Clerk and waiting confirmation from the Treasurer (WMVH). 2. The Clerk to request a monthly payment schedule from WMVH, for the hire of the hall. 																																																
3025	Investment Options	<ol style="list-style-type: none"> 1. A decision to optimise higher interest by distributing funds between accounts was deferred, pending more information. 2. The Clerk to check CCLA interest rates and report back before the next meeting. 																																																
3026	Quotes	<ol style="list-style-type: none"> 1. Two quotes, for the repair work to the fence, had been received: £36 and £120. The latter includes a new concrete base and post. 2. The clerk to confirm with both suppliers whether a new post and concrete base are necessary. 																																																
3027	Grants Applications	<ol style="list-style-type: none"> 1. Three grant applications had been received by the Clerk. <ol style="list-style-type: none"> a. West Meon Village Shop: Members RESOLVED to award £500 for external planting displays, on the condition they do not obstruct the highway. b. The Clerk to confirm the placement of the displays and circulate. c. West Meon Fireworks Display (J Ulph): members RESOLVED an initial grant of £500 awarded. A further request will be considered later, if the funds have not been raised through local promotions. d. Woodlands WEB: Deferred. Further information is necessary, regarding the pond project. 2. The Clerk to circulate concerns raised by a member of the public. 																																																
3028	Planning applications received	<ol style="list-style-type: none"> 1. SDNP/25/01205/PNTEL: No objection. 2. SDNP/25/01189/CND: Westbury House Development: Members raised concerns about the impact of flooding from the application, especially at the Coombe Lane pinch point. Members agreed a decision could not be made, as more detailed analysis is required, including the results of the Hydrock in-depth study. 																																																

		<ol style="list-style-type: none"> 3. The Clerk to report back to SDNP Authority the concerns expressed. 4. Cllr Gedye to contact Hydrock regarding the outstanding report of the survey.
3029	Planning decisions	<ol style="list-style-type: none"> 1. None
3030	Appeals	<ol style="list-style-type: none"> 1. None
3031	Village Hall Car Park	<ol style="list-style-type: none"> 1. Members agreed a strategic approach was required and RESOLVED to establish a Car Parking Working Group. 2. Cllrs Burke, Fowler, Humphreys, Main and Silk were appointed the group members. 3. The working group will undertake a review of current parking usage, identify conflicts between groups and explore potential overflow options. 4. A preliminary report, scoping the key issues, will be presented at the next meeting.
3032	Woodlands Entrance Signs	<ol style="list-style-type: none"> 1. The Clerk will update members following a scheduled this week with the HCC Traffic Engineer on the status and recommended next steps.
3033	South Downs National Park – Local Plan	<ol style="list-style-type: none"> 1. Members noted that the Design Statement was previously rejected due to inaccuracies. 2. It was agreed the Clerk will circulate a copy of the Design Statement if available, with the reason for its objection. <ol style="list-style-type: none"> a. If unavailable the Clerk will contact SDNP Authority for advice or records. 3. Members queried the value of having both a Village Design Statement and a Neighbourhood Plan.
3034	Personal Development & Training	<ol style="list-style-type: none"> 1. Members RESOLVED all members, including the Clerk will attend ‘What You Need To Know’ training on the 7th May (subject to course availability). It was noted that one member may not be available. 2. Members RESOLVED the Clerk to attend the ‘Introduction to Local Council Administration’, course.
3035	Tree at The Cross	<ol style="list-style-type: none"> 1. Cllr Main updated members of the meeting with ??????? (company name) to discuss the removal of the TPO (Tree Preservation Order). 2. Members RESOLVED to obtain a professional arborist survey to assess the tree’s condition and the impact to the flint wall and drainage. 3. The clerk was authorised to seek quotes for the survey. Subject to the survey recommending removal, the Clerk was authorised to obtain quotes for tree removal.
3036	Date/time of next meeting	<ol style="list-style-type: none"> 1. Members RESOLVED that future meetings to commence at 6.30pm. 2. Tuesday 6th May 2025 at West Meon Village Hall; 6.30pm.

The meeting closed at 8.49pm.

Signed:

Name:

(Chair of meeting approving minutes)

Dated:

Appendix:

Biodiversity Strategy (Raised During Meeting):

The Parish Council acknowledges its legal obligation to enhance biodiversity in the area. This will be incorporated into the existing Community and Receptions working group, where an action plan will be developed.

Potential initiatives discussed include wildflower planting, community biodiversity projects, as well as reviewing existing community efforts, including the Woodlands Web tree planting initiative. Developing a parish-wide biodiversity strategy to be added as an agenda item for the next council meeting.

3021: Receipts To Date

REF	CODE	DATE	DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
80	HR Support	15/02/2025	HR Service	HALC	180.00	36.00	216.00
89	Administration	10/02/2025	Subscription	SLCC	160.00		160.00
90	Recreation ground dog bins	18/02/2025	Dog bin	Winchester City Council	130.00		130.00
91	Recreation ground waste collection	18/02/2025	BIFFA bins	WMVH	143.68		143.68
92	Recreation ground dog bins	28/02/2025	Dog bin	Winchester City Council	130.00		130.00
95	Flood defence	14/03/2025	Flood defence - hydrology	Interlock Surveys Limited	2,275.00	455.00	2,730.00
97	Locum Clerk	14/03/2025	Locum Clerk	Todeka	739.02	147.80	886.82
99	Website	18/03/2025	Website	Hugo Fox Ltd	9.99	2.00	11.99
100	Bank charges	31/03/2025	Bank charge	Unity	6.00		6.00
				TOTAL	3773.69	640.80	4414.49