



**West Meon Parish Council Parish
Council Meeting Minutes of
2nd December 2025, 6.30pm
West Meon Village Hall**



Present: Cllr V Burke (Vice Chair) Cllr V Davies (Chair), Cllr S Fowler, Cllr T Main, Cllr G Silk

In Attendance: Cllr N Bolton (WCC), Cllr M Wallace (HCC), B Gibson-Ost Parish Clerk and one member of the public.

Meeting started: 6.30 pm.

Item No.	Item	Decision
2511-1	Apologies for Absence	Apologies received and accepted from Cllr R Gedye, Cllr S Hickmore, Cllr J Humphreys and District Cllr J Pett.
2511-2	Chairs Remarks	The Chair informed members that the focus for the meeting is to review the Draft Budget 2026/27.
2511-3	Disclosable pecuniary interests	None.
2511-4-1	To Suspend Standing Orders	Members RESOLVED to suspend Standing orders to allow for public participation: - A member of the public from Brockwood Park School asked for a schedule of motocross events, so wellbeing sessions could be planned outside those dates; Cllr Silk asked them to email him so he could put them in contact with the event organisers. They also noted the school had surplus disposable plates and crockery which could be offered to West Meon Village Hall.
2511-4-2	To Resume Standing Orders	Members RESOLVED to resume Standing orders
2511-5-1	Report from outside bodies: District Council	Cllr Malcolm Wallace's written report was received and noted. Key points included: <ul style="list-style-type: none">• Hampshire devolution has been approved, and a new mayor will be appointed.• Government consultation on the new arrangements has opened and runs until 11 January 2026. The new structure is expected to be confirmed in March.• M27 closures are planned over the Christmas period between Junction 9 and Junction 11 and are expected to cause significant disruption.• The County Council budget for the next year has been agreed.• Small grants remain available for small businesses and charities. Details are on the Hampshire County Council website.• A mobile dental service is available for individuals who don't have access to dental treatment.

		The Clerk will add details of the above information to the WMPC website and noticeboard.
2511-5-2	Report from outside bodies: County Council	<p>Cllr Neil Bolton's report was received and noted.</p> <ul style="list-style-type: none"> Connect Winchester: a new scheme connecting individuals with mobility issues was noted. Details are being delivered to households via Royal Mail. The service operates on Wednesdays between 9.15 am and 2.45 pm, for travel to Winchester. Hertfordshire is trialing acoustic cameras and the council are waiting to hear the outcome of the trial.
2511-6	Minutes of previous meeting	Members RESOLVED to approve the Minutes of the Meeting, 4 th November 2025 and were duly signed by the Chair.
2511-7	Co-option	No applications received.
2511-8	Clerks Report	<p>The Clerk's report was circulated ahead of the meeting and noted by members.</p> <ul style="list-style-type: none"> The Clerk reported that an invoice was received from West Meon Village Hall for shared bin costs after publication of the agenda. In view of the Village Hall's financial year end, members RESOLVED to approve payment of the invoice (refer to 2511-10-3). The Clerk reported 5 hours' overtime worked in the month due to budget preparation. Members RESOLVED to approve the overtime.
2511-9	Village Hall Car Park	Members RESOLVED to undertake a scoping exercise to evaluate the car park improvement options previously circulated and report back to council at a future meeting. It was agreed that the Clerk will assist with this exercise, noting that this work will take place after the precept has been agreed in January 2026.
2511-10-1	Bank Balances	<p>Members noted the balances on the current and deposit accounts as of 30th November 2025, as reconciled and verified by Cllr Fowler (Appendix A): -</p> <ol style="list-style-type: none"> Current account: £ 5,810.94 Deposit account: £ 112,042.62 <p>Members agreed that the Clerk should transfer funds from the deposit account to the current account to cover December payments.</p>
2511-10-2	Receipts and Payments	Members noted the Receipts and Payments made for November 2025 (see Appendix B).
2511-10-3	Payments	Members RESOLVED the payments planned for December 2025, including the unplanned payment for 6 Christmas tree lights, see 2511-12.4.

Payee	Description	Net	VAT	Gross
Unity	Bank charge	£6.00	£0.00	£6.00
Clerk	Clerks Salary	£712.24	£0.00	£712.24
Nest	Pension	£23.87	£0.00	£23.87
CB Reid	Payroll	£30.00	£6.00	£36.00
Hugo Fox Ltd	Website	£9.99	£2.00	£11.99
Royal British Legion	Donation	£30.00	£0.00	£30.00

Defib Warehouse	VH Defib pads x 2	£105.00	£21.00	£126.00
Sapling Arboriculture	Holm Oak Inspection	£780.20	£156.04	£936.24
J West Christmas Trees	6 Norway Spruce	£135.00	£24.00	£159.00
West Meon Village Hall	Biffa Waste Shared Cost	£160.21	£0.00	£160.21
PCC	Grant	£950.00	£0.00	£950.00
Meon Valley Community Bus	Grant	£1000.00	£0.00	£1000.00
West Meon Village Hall	Hall Hire	£25.00	£0.00	£25.00
Defib Warehouse: to note there was an error on the agenda; VAT should have read £21 (not £121); the total amount was reported correctly.				
2511-10-4	Clerks Overtime	Members ratified the approval by the Chair and Vice Chair of 2 hours overtime worked in October, authorised under delegated powers.		
2511-10-5	2026/27 Budget	<ol style="list-style-type: none"> Members considered the 2026/27 budget proposals and agreed to include a provision for biodiversity projects and potential election costs in 2026. Members RESOLVED that the Clerk's contracted hours be set at 15 hours per week at the salary review March 2026. The budget for employer pension contributions would be set at 5% pending a review of the Council's level of contribution to the Clerk's NEST pension. Members considered the redistribution of capital and earmarked reserves: - <ol style="list-style-type: none"> Neighbourhood Plan Traffic calming and speed management Monument preservation Water Meadows Flood risk Replacement recreation equipment Tree liability. Car Park refurbishment Clerk to rework the draft budget to ensure all figures reconcile and to circulate a revised version to members ahead of the next meeting, so that a final balanced draft and the figures required to calculate the precept can be considered and approved in January 2026. 		
2511-11-1	Planning Applications Received:	<u>SDNP/25/04669/TPO</u> : 4 Stones Yard West Meon Hampshire GU32 1AR Proposal : Reduce 2 x Sycamore trees by 4m to the side of the property of 4 Stones Yard. NO OBJECTION		
2511-11-2	Planning decisions made:	Members noted the decisions made by South Downs National Park: - <ol style="list-style-type: none"> SDNP/25/03751/HOUS: Proposal: (Amended Description 15.10.25) Installation of air source heat pump system and soakaway to utility room extension, removal of oil tank and relocation of greenhouse. Decision: Approved. SDNP/25/03752/LIS: Proposal: Installation of air source heat pump system and soakaway to utility room extension. Decision: Approved. 		

2511-11-3	Appeals	There were no appeals received from South Downs National Park.
2511-11-4	Enforcement Cases	Members noted the current and closed enforcement cases, previously circulated.
2511-12	Community and Recreation	<ol style="list-style-type: none"> 1. Remembrance Sunday: Members noted a mix-up in the wreaths handed out at the Remembrance Sunday and RESOLVED to purchase a new wreath for the 2026 service and to review arrangements at a future date. 2. Members noted the missing bolt on the right-hand bench in the top playing field, Headon View. 3. Members noted the leak between the Village Hall and West Meon & Warnford Sports Pavilion and agreed to wait for further updates. 4. Members noted that the Clerk had purchased six Christmas trees for delivery to the Village Shop on 2 December. Members further noted that the existing lights were not fit for purpose and RESOLVED that the Clerk purchase new lights at a maximum cost of £50 per set, including batteries.
2511-13	Grants and Donations	<ol style="list-style-type: none"> 1. Members RESOLVED, under Local Government and Rating Act 1997, section 27, to approve the payment of £1000.00 to Meon Valley Community Bus, previously RESOLVED (2913.9 9th January 2025) and provided for in the 2025/26 budget. 2. Members RESOLVED to approve two grant applications from the Parochial Parish Church: - <ol style="list-style-type: none"> a. £450 grant to contribute towards mowing costs at St John the Evangelist Church West Meon. b. Members RESOLVED, under section 142 of the Local Government Act 1972, to award a time-limited grant of £500 towards Parish News costs for the current year. Ongoing financial support will be reviewed once the PCC has presented proposals for the publication's long-term sustainability and updated costings.
2511-14	Date of Next Meeting	Tuesday 6 th January 2026 at West Meon Village Hall, 6.30pm.

The meeting closed at 8.49pm

Signed:

Name:

(Chair of meeting approving minutes)

Dated:

Appendix A: Reconciled Bank Accounts to 30th November 2025:


West Meon Parish Council

1 December 2025 (2025 - 2026)

Prepared by: B Gibson Date: 1/Dec/25
Name and Role (Clerk/RFO etc)

Approved by: Sy Hale Date: 1/Dec/25
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/11/2025			
	Cash in Hand 01/04/2025		97,967.86
	ADD		
	Receipts 01/04/2025 - 30/11/2025		47,648.55
			145,616.41
	SUBTRACT		
	Payments 01/04/2025 - 30/11/2025		28,666.94
A	Cash in Hand 30/11/2025 (per Cash Book)		116,949.47
	Cash in hand per Bank Statements		
	Petty Cash 30/11/2025	0.00	
	Unity current 30/11/2025	5,810.94	
	Unity deposit 30/11/2025	112,042.62	
			117,853.56
	Less unrepresented payments		904.09
			116,949.47
	Plus unrepresented receipts		
B	Adjusted Bank Balance		116,949.47
	A = B Checks out OK		

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Appendix B: Payments made up to 30th November 2025:

Payee	Description	Net	VAT	Gross
JK Engineering	WOODLANDS NO 2	£1000.00	£0.00	£1000.00
Hugo Fox	HUGOFOX LTD-GC4BM54	£9.99	£2.00	£11.99
NEST	PENSION	£21.70	£21.70	£21.70
WM village hall	Hall Hire: INV1338	£25.00	£0.00	£25.00
Winchester CC	Dog Bins: 5100914714.	£130.00	£0.00	£130.00
Bernice Gibson-Ost	CLERK SALARY OCT 2	£688.72	£0.00	£688.72
Bernice Gibson-Ost	EXPENSES OCT 25	£222.13	£0.00	£222.13
West Meon Care Gro	GRANT/MINUTES 2511	£500.00	£0.00	£500.00
HCC	STREET LIGHTING	£421.72	£84.34	£506.06
Cloud Next Limited	GOV.UK DOMAIN	£50.00	£10.00	£60.00
Cloud Next Limited	WEBSITE HOTSTING	£99.98	£20.00	£119.98
CB Reid	PAYROLL	£30.00	£6.00	£36.00
Unity Bank	BANK CHARGES	£6.00	£0.00	£6.00

