



**Agenda for the Meeting of
WEST MEON PARISH COUNCIL
Meeting 02nd June 2026 @
6:30PM**



To All Members of the Council: Cllrs V Burke, H Davies (Chair), S Fowler, A Griffith, S.Hickmore, T.Main and G.Silk.

You are hereby summoned to attend the Meeting of West Meon Parish Council to be held on Tuesday, 2nd June, 6.30pm, at West Meon Village Hall, Headon View, West Meon, Petersfield, GU32 1LQ, for the purpose of transacting the following business.

Bernice Gibson-Ost

Bernice Gibson-Ost,
Clerk to West Meon PC
27th May 2025

**MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND
PUBLIC PARTICIPATION IS ALLOWED ONLY BY INVITATION OF THE COUNCIL FOR A
MAXIMUM OF TEN MINUTES**

- 2606-1 Apologies for absence.
- 2606-2 Chair's remarks.
- 2606-3 To receive Declarations of Disclosable Pecuniary Interests relating to items on the agenda.
- 2606-4 **PUBLIC SESSION**
1. To suspend Standing Orders for no more than ten minutes, to allow for public questions.
 2. To resume Standing Orders.
- 2606-5 **REPORTS FROM OUTSIDE BODIES**
1. To receive a District Council report (if available).
 2. To receive a County Council report (if available).
- 2606-6 **MINUTES**
- To approve the minutes of the meeting held on 12th May 2026.
- 2606-7 **CO-OPTION**
- To consider any applications received for co-option to fill the two vacancies
- 2606-8 **ANNUAL GOVERNANCE STATEMENTS 2025/2026**
- Proposed:** that the Parish council completes and approves the Annual Governance Statement for 2025/2026.
- 2606-9 **ACCOUNTING STATEMENTS**
- Proposed:** that the Parish council approves the Accounting Statements for 2025/2026.

2606-10 **CONFLICT OF INTEREST WITH BDO LLP FORM**

Proposed: that the Parish council approves the form confirming that it has no conflict of interest with BDO LLP (external auditor).

2606-11 **ANNUAL INTERNAL AUDIT REPORT 2025/26**

Proposed: that the Parish council receives and approves the Annual Internal Audit report for 2025/2026; discusses recommendations made (circulated) and approves actions required.

2606-12 **CLERK’S REPORT**

To receive the Clerk’s report on activities and correspondence.

2606-13 **FINANCE**

1. To note the bank account reconciliation as of: - 31st May 2026.
2. To note the receipts and payments to 31st May 2026 (Appendix A).
3. **Tree Works: Ash Trees in Woodland Area:**
 - a. To consider and resolve whether to accept the quotation from Tree Assist in the sum of £700 excluding VAT for the felling of three ash/dead trees identified as posing a risk of failure.
 - b. To consider and resolve whether any suitable timber or logs arising from the works should be retained for habitat purposes, offered for community use, sold, or otherwise disposed of.
 - c. To consider and resolve whether to arrange for the removal of the two logs currently inhabited by bees, noting that this will be required before the tree works can commence.
4. **Insurance: Gates and Fences Cover:** To consider and resolve whether to increase the Council’s insurance cover for gates and fences from £14,500 to £59,500, to cover the flint wall and railings, at an additional premium of £221.66.
5. To note payment of accounts planned for June 2026.

27 May 2026 (2026-2027)

West Meon Parish Council
DRAFTPAYMENTS & RECEIPTS LIST 26 TO 35

Voucher	Ref	Name	Description	Amount
26	26P26	Information Commissioner's Office	Payment - ICO	-47.00
		<i>£52.00 less £5 for paying by direct debit.</i>		
27	26P27	CB Reid	Payment - HR Service	-36.00
28	26P28	K Knight Engineering Ltd	Payment - Woodland signs	-1,000.00
29	26P29	Do The Numbers	Payment - Internal Audit	-320.00
30	26P30	Hugo Fox Ltd	Payment - Website	-11.99
31	26P31	Unity	Payment - Bank charge	-7.00
32	26P32	Bernice Gibson-Ost	Payment - Salary	-893.15
33	26P33	WMVH	Payment - Hall hire	-25.00
34	26P34	HALC	Payment - Member training	-144.00
		<i>Approved at May meeting</i>		
35	26P35	NEST	Payment - Pension	-66.16
		<i>Note: increase in employer contributions to 5% as agreed by members at meeting May 2026.</i>		
TOTAL				-2,550.30

2606-14 **PLANNING and DEVELOPMENT CONTROL**

1. To consider Planning Applications referred by South Downs National Park:
 - a. [SDNP/26/01914/CND](#): Brooklyn Lynch Lane West Meon Hampshire GU32 1LT. **Proposal:** Variation of conditions 2, 3, 4 and 11 of planning consent SDNP/19/06058/FUL, Date of Decision: 16/09/2021 - Amended strategy for the discharge of foul water in accordance with discussions with the Environment Agency. Amended drainage strategy, with amended Nutrients Assessment and budget to substitute

designs as approved. Amended reports include Covering Letter from Agent, Covering letter from Drainage specialist, Nutrient Assessment & Budget including re-assessments.

- b. **[SDNP/26/01919/HOUS](#)**: Old Brocklands Warnford Road West Meon Hampshire GU32 1JN. **Proposal:** Removal of two failing bay windows, with single storey replacements, revised fenestration and erection of a single storey rear porch.

2. To note decisions made by South Downs National Park: None
3. To note appeals made to South Downs National Park: None
4. To note enforcement cases: None

2604-15 **UNITY BANK MANDATE:** To note submission of the previously approved amendments to the Council's Unity Trust Bank mandate, including the removal of Cllr Gedye as a signatory and implementation of the three-person payment process.

2606-15 **ANNUAL PARISH MEETING**

To consider how the ideas and comments raised at the Annual Parish Meeting may be taken forward.

2606-16 **BOULES PROPOSAL**

Proposal: To consider the proposal for a parish council boules pitch, open to all residents, and to decide whether to support the project in principle, subject to funding and any other necessary conditions, and whether to establish a working group to liaise with the Boules Committee and report back to Council.

2606-17 **School Pitch (9x9) / Temporary Goal Mouth Repair**

To consider whether Parish Council consent is required for a temporary repair to the top goalmouth on the pitch leased to the school, and to agree any conditions or further action if required

2606-18 **TOUCHET TRUST: Parish Council Point of Contact**

To note that the Touchet Trust is chaired by M Edwards (acting Chair) and that Cllr Burke has been appointed as the Parish Council's point of contact, should the Trust need to raise any matters with the Council.

WORKING GROUPS

PLANNING & HOUSING

2606-19 **South Downs Local Plan: Open Space Study**

To consider the draft Open Space Study and interactive map prepared by the South Downs National Park Authority, and to agree any comments to be submitted on behalf of the Parish Council by the consultation deadline of 23 June 2026.

TRAFFIC & ROAD SAFETY

2606-20 **Speed Awareness Monitor (SAM) Devices: Proposed Locations**

To consider Hampshire County Council's response regarding the three proposed SAM device locations and to agree any further action required.

2606-21 **East End Speed Limit**

To consider a resident's request for Parish Council support in asking Hampshire Highways to review the location of the national speed limit signs on East End.

2606-22 **FUTURE MEETINGS**

Date and place of next meeting 7th July 2026

pSupporting papers

- Minutes of meeting of 12th May
- Bank reconciliation as of 31st May
- Clerk's report
- Payments, Bank Reconciliations
- Planning report
- District Council report
- County Council report
- Enforcement Cases Report (if available)

West Meon Parish Council
DRAFTPAYMENTS & RECEIPTS LIST

Voucher	Ref	Name	Description	Amount
1	26P01	Hugo Fox Ltd	Payment - Website	-11.99
2	26P02	HMRC	Payment - Salary	-983.28
3	26P03	Bernice Gibson-Ost	Payment - Salary	-956.87
4	26P04	Bernice Gibson-Ost	Payment - Expenses	-16.98
5	26P05	CB Reid	Payment - HR Service	-36.00
6	26P06	WMVH	Payment - Hall hire	-60.00
7	26P07	WMVH	Payment - Hall hire	-25.00
8	26P08	WMVH	Payment - Hall hire	-48.00
9	26P09	NEST	Payment - Pension	-47.52
10	26P10	Unity	Payment - Bank charge	-7.00
11	26P11	Winchester City Council	Payment - Dog bin	-130.00
12	26P12	Bernice Gibson-Ost	Payment - Play equipment	-35.67
13	26P13	Unity	Payment - Bank charge	-7.00
14	26P14	Bernice Gibson-Ost	Payment - Salary	-893.15
15	26P15	Bernice Gibson-Ost	Payment - Salary	-42.10
16	26P16	CB Reid	Payment - HR Service	-36.00
17	26P17	Hugo Fox Ltd	Payment - Website	-11.99
18	26P18	WMVH	Payment - Hall hire	-25.00
19	26P19	Tree Assist	Payment - Tree work	-8,580.00
20	26P20	Infinity Playgrounds Ltd	Payment - Play equipment	-1,938.78
21	26P21	HALC	Payment - Subscriptions	-395.00
22	26P22	HALC	Payment - Subscriptions	-216.00
23	26P23	WM Sports Club	Payment - Annual Parish Meeting	-162.00
24	26P24	Dean Tutt Fencing and Landscaping	Payment - Grounds maintenance	-577.50
25	26P25	Hants CC	Payment - Street Lighting	-535.80
1	26R01	Winchester City Council	Receipt - Precept	20,914.00
TOTAL				5,135.37

Unity Account Balances 31st May 2025

Name	Sort Code	Account	Product Name	Balance
West Meon Parish Council	608301	20486293	Deposit	TBA
West Meon Parish Council	608301	20302319	Current	TBA