



**Agenda for the Meeting of
WEST MEON PARISH COUNCIL
MEETING
8th April @ 6:30PM**



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

You are hereby summoned to attend the Meeting of West Meon Parish Council to be held on Wednesday 8th April at 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

31st March 2026

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

2604-1 Apologies for absence.

2604-2 Chair's remarks.

2604-3 To receive Declarations of Disclosable Pecuniary Interests relating to items on the agenda.

2604-4 PUBLIC SESSION

1. To suspend Standing Orders for no more than ten minutes, to allow for public questions.
2. To resume Standing Orders.

2604-5 REPORTS FROM OUTSIDE BODIES

1. To receive a District Council report (if available).
2. To receive a County Council report (if available).

2604-6 MINUTES

To approve the minutes of the meeting held on 3rd March 2026.

2604-7 CLERK'S REPORT

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

2604-8 FINANCE

1. To note the bank account reconciliation as of: - 31st March 2026.
2. To note the year end forecast.
3. To note the receipts and payments to 31st March 2026, (see Appendix A).
4. To note that the Tree Assist invoice (Quote 1026) will be processed in May due to timing of works and invoice terms.

5. To approve the schedule of payments for April 2026.

PAYEE	DESCRIPTION	AMOUNT			PAYMENT
		NET	VAT	GROSS	METHOD
Unity	Bank Charge	£6.00	£0.00	£6.00	DD
Clerk	Clerks Salary	£956.87	£0.00	£956.87	FP
Clerk	Stationery	£16.98	£0.00	£16.98	FP
HMRC	PAYE	£983.28	£0.00	£983.28	DD
Nest	Pension	£47.52	£0.00	£47.52	FP
CB Reid	Payroll	£30.00	£6.00	£36.00	FP
Hugo Fox	Website	£9.99	£2.00	£11.99	DD
WM Village Hall	Hall Hire	£25.00	£0.00	£25.00	FP
WM Village Hall	Hall Hire Biodiversity	£48.00	£0.00	£48.00	FP
WM Village Hall	APM	£60.00	£0.00	£60.00	FP
Infinity Playgrounds	Quote Ref. BH-26.019	£1615.65	£323.13	£1938.78	FP

6. To approve the reimbursement of the Clerk's expenses for stationery (photocopier paper x 4 reams), as included within the scheduled payments for April 2026.
7. To review the agreed budget for the Annual Parish Meeting and to consider and approve any necessary adjustment considering expected attendance.
8. To note the transfer of the Hydrology Reserves (2025) and approve the remaining balance to be returned to General Reserves.

2604-9 PLANNING and DEVELOPMENT CONTROL

1. To consider Planning Applications referred by South Downs National Park:
 - [SDNP/26/00618/HOUS](#). **Proposal:** 2-storey side extension to house with brick wall to terrace area. **Location:** Brocklands Cottage Warnford Road West Meon Hampshire GU32 1JN.
 - [SDNP/26/00622/FUL](#). **Proposal:** Erection of outbuilding and installation of additional area of driveway surfacing on agricultural land. **Location:** Brocklands Cottage Warnford Road West Meon Hampshire GU32 1JN.
 - [SDNP/26/01277/TPO](#). **Proposal:** T1 Holm Oak removal: remove source of damage to structures and to improve the setting of the Conservation Area. Plant replacement tree of a size and position to avoid future proximal structural damage. **Location:** Street Record, Cross Street, West Meon, Hampshire
2. To note decisions made by South Downs National Park:
 - [SDNP/26/00301/HOUS](#): Decision: **Approved**
 - [SDNP/26/00289/PA3R](#): Decision: **Prior Approval Granted**
 - [SDNP/25/04669/TPO](#): Decision: **Approved**
3. To note appeals made to South Downs National Park: None
4. To note any enforcement cases, if available.

PROPERTY & LEASE MATTERS

2604-10 LAND OWNERSHIP AND LEASE ARRANGEMENTS:

To consider the legal advice received from Hampshire Legal Services regarding land ownership, lease arrangements, and the proposed transfer of Village Hall land to a CIO, and to agree the next steps.

2604-11 WOODLANDS ENTRANCE SIGNS:

To consider the installation of the third entrance sign and to agree to instruct the approved contractor J K Engineering.

OPEN SPACES**2604-12 FENCING MEONWARA CRESCENT:**

To consider quotations received for remedial fencing works and to appoint a contractor.

2604-13 RECREATION GROUND MAINTENANCE:

- To consider quotations received for the ground's maintenance work (pitches and hedgerows) and to appoint a contractor.
- To consider instructing the current contractor for to carry out strimming in April and to consider including clearance of edges to playground surface areas.

2604-14 ASH DIEBACK:

- To note the scheduled works (13th - 17th April) and expected road closure (13th or 14th April).
- To consider access arrangements and communication with residents.

2604-15 PLAY EQUIPMENT:

To retrospectively approve the inclusion of a basketball hoop and fixings within the agreed scope of works by Infinity Playgrounds (approved as initial scope of works during March meeting but omitted from the minutes).

COMMUNITY**2604-16 ANNUAL PARISH MEETING:**

- To note the meeting date of 22nd April is confirmed with Village Hall and West Meon & Warnford Sports Club.
- To note publication of the agenda is by 13th April.
- To confirm expected attendance numbers for St Johns Ambulance to enable appropriate provision of demonstration equipment.
- To consider and approve a donation for St Johns Ambulance (minimum £50).
- To agree member responsibilities for event co-ordination and participation.

2604-17 PARISH COUNCIL HUB:

To receive an update from Cllr Fowler.

2604-18 ROAD SAFETY SUMMIT:

To receive an update from Cllr Main.

2604-19 NEIGHBOURHOOD PLAN:

To consider and agree a response to South Downs National Park Authority regarding the Council's position on progressing a Village Design Statement or a Neighbourhood Development Plan (NDP).

2604-20 FUTURE MEETINGS

Date and place of next meeting: 6.30pm on 5th May 2026, West Meon Village Hall.

Supporting papers

- Minutes of meeting of
- Bank reconciliation as of 31st March 2026
- Clerk's report
- Invoices, End of Year Report, Reserves Transfer Report
- District Council report
- County Council report
- Enforcement Cases Report (if available)

- Quotations: Ground Services Contract and Meonwara replacement fencing
- Advice paper: HALC Legal Services (Lease position)

Appendix A: Receipts and Payments to 31st March 2026

PAYEE	DESCRIPTION	AMOUNT			PAYMENT
		NET	VAT	GROSS	METHOD
Unity	Bank charge	£6.00	£0.00	£6.00	DD
Clerk	Clerk's Salary	£827.79	£0.00	£827.79	FP
Nest	Pension	£34.51	£0.00	£34.51	DD
CB Reid	Payroll	£30.00	£6.00	£36.00	FP
Hugo Fox Ltd	Website	£9.99	£2.00	£11.99	DD
SLCC	Membership renewal	£158.00	£0.00	£158.00	FP
WM Village Hall	Hall Hire	£25.00	£0.00	£25.00	FP
Clerk	Expenses for Defibrillator replacement batteries	£33.49	£0.00	£33.49	FP
Winchester City Council	Dog Bin Emptying	£130.00	£0.00	£130.00	FP

Appendix B: Unity Account Balances 31st March 2026

Name	Sort Code	Account	Product Name	Balance
West Meon Parish Council	608301	20486293	Instant Access	TBC
West Meon Parish Council	608301	20302319	Current T1	TBC