



Agenda for the Meeting of
WEST MEON PARISH
COUNCIL MEETING
03rd March 2026 @ 6:30PM



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

You are hereby summoned to attend the Meeting of West Meon Parish Council to be held on Tuesday, 3rd March, 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
25th February 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

- 2603-1 Apologies for absence.
2603-2 Chair's remarks.
2603-3 To receive Declarations of Disclosable Pecuniary Interests relating to items on the agenda.
- 2603-4 **PUBLIC SESSION**
1. To suspend Standing Orders for no more than ten minutes, to allow for public questions.
 2. To resume Standing Orders.
- 2603-5 **REPORTS FROM OUTSIDE BODIES**
1. To receive a District Council report (if available).
 2. To receive a County Council report (if available).
- 2603-6 **MINUTES**
- To approve the minutes of the meeting held on 3rd February 2026.
- 2603-7 **CLERK'S REPORT**
- To receive the Clerk's report on activities and correspondence.
- 2603-8 **FINANCE**
1. To note the bank account reconciliation as of: - 28th February 2026.
 2. To note the receipts and payments to 28th February 2026.
 3. To ratify payment to the Clerk for emergency purchase of AED batteries (£33.49) to restore the unit back into service.

4. To note a VAT return for the period 31st October – 31st December was submitted by the Clerk, for the sum of £339.37 and a refund from HMRC was received on the 18th February 2026.
5. To note payment of accounts planned for March 2026.

PAYEE	DESCRIPTION	AMOUNT			PAYMENT
		NET	VAT	GROSS	METHOD
Unity	Bank charge	£6.00	£0.00	£6.00	
Clerk	Clerks 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
Tree Assist	Removal of ash trees plus road closure	£5350.00	£1070.00	£6420.00	FP
Tree Assist	4 x Ash Trees: additional works not yet approved (item 6)	£1800.00	£360.00	£2160.00	FP

6. **Budget and Reserves** – to consider and approve the draft budget for [2026/27] and the proposed reallocation of earmarked reserves
7. **Ash Dieback** – to consider instructing Tree Assist to include four additional ash trees (T26–T30) within the planned works at a cost of £1,800 + VAT, taking advantage of existing road closure arrangements.
8. **Playground Inspections and Maintenance – Meonwara and Headon View** - To consider the quotations received (two received from three invited: Ava, Vitality and Infinity Playgrounds) and to resolve:
 - a) to appoint a contractor for quarterly inspections and ongoing maintenance; and
 - b) to approve any initial works identified.
9. To approve Clerks overtime for February: 12 hours

2603-9 PLANNING and DEVELOPMENT CONTROL

1. To consider Planning Applications referred by South Downs National Park: None
2. To note decisions made by South Downs National Park:
 - a. SDNP/25/04745/TCA: Black Barn, Court Lane, West Meon, Hampshire, GU32 1JE.
Decision: Raise No Objection.
 - b. SDNP/25/05009/CND: Shafts Farm, East End, West Meon, Hampshire, GU32 1LU.
Decision: Approved.
3. To note appeals made to South Downs National Park: None
4. To note enforcement cases (circulated).

2603-10 GOVERNANCE

To consider and approve the following policies: -

1. Standing Orders (updated)
2. Freedom of Information & Publication Policy (new)
3. Financial Regulations (updated)
4. Financial Risk Management & Assessment Policy (updated)
5. Data Protection Policy (updated)
6. Data Retention Policy (new)

2603-11 LEASES & LAND REGISTRATION

Meonwara Play Area – to consider renewal of the lease with Winchester City Council on existing terms set at £1 per annum, reviewed every 5 years.

COMMUNITY & RECREATION

2603-12 Meonwara Play Area - Fencing

Proposal: to obtain 3 quotes to replace the fence, or 3 quotes to repair, strengthen the fence.

2603-13 Playground Inspections

To review the current weekly inspection schedule in light of initial experience and usage levels, and consider whether an alternative frequency is appropriate.

2603-14 Car Park Resurfacing

Proposal: to proceed with obtaining quotes for the car park, following meeting with the Village Hall.

2603-15 Annual Parish Meeting

Annual Parish Meeting – to agree arrangements for the 2026 Annual Parish Meeting, including date, venue and format.

2603-16 FUTURE MEETINGS

Date and place of next meeting: 7th April 2026 @ 6:30pm.

Supporting papers

- Minutes of meeting of 3rd February
- Bank reconciliation as of 28th February
- Clerk's report
- Payments, Bank Reconciliations
- Planning report
- Policy Documents
- Playground Maintenance Quote
- 2026/27 Budget/Reserves Report & Supporting Notes
- County and District Council report
- Enforcement Cases Report

Payments to 28th February 2026

PAYEE	DESCRIPTION	AMOUNT			PAYMENT
		NET	VAT	GROSS	METHOD
Unity	Bank charge	£6.00	£0.00	£6.00	
Clerk	Clerks Salary	£935.82	£0.00	£935.82	FP
Nest	Pension	£45.35	£0.00	£45.35	DD
CB Reid	Payroll (526925)	£30.00	£6.00	£36.00	FP
Hugo Fox Ltd	Website	£9.99	£2.00	£11.99	DD
SLCC	Clerk ILCA Training	£140.00	£28.00	£168.00	FP
WM Village Hall	Hall Hire	£25.00	£0.00	£25.00	FP
WM&W Sports Club	Grant: Central Heating	£500.00	£0.00	£500.00	FP

Receipts to 28th February 2026

PAYER	DESCRIPTION	NET	VAT	GROSS	METHOD
HMRC	VAT Refund	£339.37	£0.00	£339.37	FP
Deposit	Transfer to current a/c	£8000.00	£0.00	£8000.00	FP

Unity Account Balances 28th February 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