



30th Oct 2024

To All Members of the Council

**You are hereby summoned to attend the Annual Meeting of West Meon Parish Council which will be held on Tuesday 5th Nov 2024 in the West Meon Village Hall, Headon View, West Meon, Petersfield, GU32 1LQ, commencing at 7.30pm, for the purpose of transacting the following business.**

Yours faithfully

**Joanna Tester**

Mrs Joanna Tester  
Clerk, West Meon PC  
Email: [clerk@westmeon-pc.gov.uk](mailto:clerk@westmeon-pc.gov.uk)

**Agenda for the Meeting of  
WEST MEON PARISH COUNCIL**

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

2849. To elect a Chairman for the remainder of 2024/25.

2850. Delivery by the Chairman of Acceptance of Office forms.

2851. To elect a Vice-chairman for the remainder of 2024/25.

2852. To acknowledge the resignations of Cllrs Trenchard, Edwards, Waller and Thompson; and of the Clerk, Joanna Tester.

2853. Apologies for absence.

2854. Declarations of Disclosable Pecuniary Interests on Items on the Agenda.

2855. To consider requests for dispensations.

2856. Standing Orders suspended for no more than ten minutes, to allow for public question time.

2857. Resume Standing Orders.

2858. Approval of the minutes of the previous meeting of the PC held 01 Oct 2024.

2859. Bank Account signatories

**Proposed:** that the following amendments are made to the PC's Unity Trust bank account/s:

- Signatories/access to be removed: Angela Trenchard; Malcolm Edwards; Allan Thomson; Joanna Tester.
- Signatories/access to be added: Robin Gedye (view account & authorise); Graham Silk (view account & authorise); Hannah Davies (view account & submit payments).
- Primary Business Contact: to be changed from Joanna Tester to Hannah Davies.

2860. Appointment of a clerk

**Proposed:** that the PC considers options for the appointment of a locum clerk, and confirms the process for recruitment of a replacement clerk.

2861. Asset register

**Proposed:** that the PC approves the updated asset register (to include the addition of the new picnic bench) & confirms arrangements for completion of the Pre-renewal Questionnaire to be returned to Gallagher insurance broker before 20/11/24.

2862. Payment of Accounts for Oct 2024:

Payee	Description	Amount (£)	Chq No/BACS Ref
Mrs J C Tester	Clerk's salary & mileage claim (Oct 2024)	£609.35	Paid by SO
NEST	Clerk's pension (Oct 2024)	£60.32	Paid by DD
HugoFox	Monthly website charge - Oct 2024	£11.99	Paid by DD
West Meon Village Hall	Hall hire Oct 2024 - to include meetings 01/10/24 (invoice 1092) and 14/10/24 (invoice 1107)	£38.25	To be paid by BACS
Cloud Next Ltd	Hosting 2024/25	£59.98	To be paid by BACS

2863. Date and place of next meeting (Tues 03 Dec 2024 at West Meon VH; 7.30pm).

2864. To exclude members of the public and press from Confidential Matters to be discussed.