



DRAFT MINUTES

West Meon Parish Council
10 Jan 2023; 7.30pm; West Meon Village Hall

PRESENT:

Cllr Trenchard (Chair); Cllr Waller; Cllr Edwards; Cllr Nicholson, Cllr Gedye & Cllr Silk (left the meeting room 8.34pm; returned 8.36pm).

In Attendance:

Mrs Joanna Tester (Clerk); Cllr Lumby (HCC/WCC; arrived 8pm & left 8.34pm); & one member of the public.

Meeting started at 7.33pm

Item No.	Item	Discussion & Decision	Action
2208	Acknowledgements	Councillors paused and remembered in silence the contributions of Ray Goddard, Steve Baxter and all other villagers who have passed away since the last meeting.	
2209	Apologies	Apologies received and accepted from Cllr Bolton.	
2210	Disclosable pecuniary interests	None.	
2211	Requests for dispensations	None received.	
2212	Public questions & comments	<p>Standing orders suspended for maximum 10 mins.</p> <p>Tony Dees addressed the meeting on results from initial resident survey regarding traffic speed in West Meon High Street & possible solutions (full report Appendix A). Cllrs agreed action points going forward to be as follows:</p> <ul style="list-style-type: none"> • Tony Dees to extend the survey until 28th Feb 2023, to allow more villagers to respond. • New deadline to be advertised We are WM; Parish News etc. Cllr Nicholson to coordinate. • Mar PC meeting. • Clerk to provide Cllrs with info on company used by Hambledon PC which hires speed recording devices. • PC working group to be established. • Clerk to ask Hambledon Traffic & Pedestrian Safety WG Chair to contact West Meon WG. <p>Cllr Lumby advised that a new HCC policy is currently being developed to address speed limit changes/20s Plenty. Two/three months off being finalised.</p>	<p>Cllr Nicholson Clerk</p> <p>Clerk</p>

2213	Resume standing orders	Agreed.	
2214	District councillor's report & questions arising	Report received (Appendix B).	
2215	County councillor's report & questions arising	Report received (Appendix C). WMPC cllrs asked Cllr Lumby the following: <ul style="list-style-type: none"> • Westbury – parcels of land up for sale. Cllr Edwards confirmed that only a few parcels are left; and that is in the parish of East Meon. • Area between Long Priors & Church Lane – blocked drain reported New Year's Day; HH raised a 14-day order to dig out the drain. HH informed that water flooding onto people's land. To inform Cllr Lumby by end of w/c 16/01/23 if no action by HH. • Closure of A&E in Winchester. [Cllr Lumby not aware. Ongoing plan to consolidate sites. Some services will be pulled. Understood that going to be some form of on-going provision in Winchester, but don't know at the moment.] 	
2216	Police/PCSO report	No report received. Clerk to ask PSCO for monthly report if at all possible.	Clerk
2217	Mins of previous meetings (06/12/22)	Agreed as a true record.	
2218	Clerk's progress report	Parish Lengthsman Agreement - Upcoming visits as follows: <ul style="list-style-type: none"> • 14/02/22 (this will be for a full day instead of two half days 15/12/22 and 16/02/23, as requested by cllrs). Cllr Waller has already consulted cllrs on work to be done. Planning Applications - Lippenwood Farm trees overhanging the highway. Cllr Edwards has spoken to landowner who started the work 04/01/23.	Clerk
2219	Bank account	Bank balance - £121,582.82 @ 31/12/22 (Cllrs have been provided with bank statement 147 (05 Dec 2022 to 31 Dec 2022).	Clerk
2220	Financial Report & Statement for Q3 2022/23	Resolved: that the PC approves the financial report and statement for Q3 2022/23. The Clerk advised cllrs that the extremely high level of unallocated reserves would need to be addressed going forward.	
2221	Budget & Precept 2023/24	Resolved: that the PC approves the budget (Appendix D) and the precept requirement of £37,024.00 for the financial year Apr 2023 to Mar 2024. Cllrs voted unanimously for.	
2222	Conditions of grant approval – WM Village Shop	Resolved: that the PC approves the contractor quotations and additional information provided by West Meon Village Shop as meeting the conditions of the approval of a £500 grant (resolved at the 06/12/22 PC meeting; mins ref 2193). Cllrs voted unanimously for. Clerk to inform WMVS.	Clerk
2223	Cyber Package Insurance Policy Renewal	Resolved: that the PC approves the renewal quotation of £319.20 from Channing Lucas & Partners Ltd t/a Optimum Speciality Risks subject to the Clerk confirming that the following risk mitigation factors have been addressed:	Clerk

		<ul style="list-style-type: none"> • Data back-up. To consider OneDrive and/or purchase of an external hard drive. • Virus protection. <p>Clerk to ensure that all the conditions of the offer are fulfilled by the PC.</p>	
2224	Insurance Policy Renewal	Resolved: that the PC approves the renewal quotation of £1532.78 from Hiscox Insurance Company Ltd. It is noted that the policy will need to be updated and any additional premium paid once the Clerk has created a comprehensive asset register.	Clerk
2225	Payment of accounts	<p>Mrs J C Tester Clerk's salary & mileage (Dec 2022) £704.01</p> <p>NEST Clerk's pension (Dec 2022) £56.16</p> <p>Mrs J C Tester Clerk's expenses (Mileage claim for additional meeting in WM 01 Dec 2022) £7.11</p> <p>West Meon Village Hall Hall hire 01 & 06 Dec 2022 (plus £16 unpaid hire fees since Apr 2022) £45.50</p> <p>AJGIBL GBP CLIENT NST ACCOUNT Cyber insurance policy premium £319.20</p> <p>Hiscox Insurance Company Ltd Annual insurance premium renewal 19/01/23 to 18/01/24 £1,532.78</p> <p>Hampshire County Council Street lighting maintenance & energy charges Q1 & 2 2022/23 £533.21</p> <p>West Meon Village Hall Contribution towards VH's Sept 2022 Biffa invoice £121.25</p> <p>The following are additional to the payments listed on the agenda:</p> <p>Tim Underwood Design, layout & image editing for VDS £800.00</p> <p>P Andersen Reimbursement for VDS paper purchase £11.99</p>	Clerk
2226	Planning applications	<ul style="list-style-type: none"> • SDNP/22/05223/HOUS - Davena, Lynch Lane, West Meon, Hampshire, GU32 1LT. Ground floor and first floor extension and raise the roof. [West Meon PC has NO OBJECTION in principle to this application but councillors are concerned about the access for construction traffic along the narrow lane & therefore respectfully request that consideration is given to a traffic management plan.] • SDNP/22/05641/FUL - Woodlands House, Woodlands, Bramdean, Hampshire, SO24 0HW. Installation of a 50kW ground mount solar PV system comprising of 132 x Canadian Solar 380W modules. [NO COMMENT] • SDNP/22/05556/TCA The Grange, High Street, West Meon, Hampshire, GU32 1LN. [NO COMMENT] 	Clerk
2227	Planning apps received after 04/01/23	None received.	
2228	Planning decisions	All decisions were noted.	

2229	Planning WG	<p>No written report. The following updates were noted:</p> <ul style="list-style-type: none"> • VDS - Cllr Waller commented that text & photos have been laid out. Will be ready next 10 days to go back to SDNP. Will then have a product in pdf format that can be looked at and edited. One more payment expected for design work. 	
2230	Community, Housing & Recreation WG	<p>No written report. The following updates were noted:</p> <ul style="list-style-type: none"> • Recreation ground – nothing to report. • Boules – PC has been informed that planning app has been submitted. Should PC run its own consultation with the village now? No, wait until informed of consultation, then organize. • Metis Homes – no update. Traffic safety concerns on Church Road not related to Metis but to construction on Floud Lane. Cllr Silk to find out about footpath near Metis development (is it an official footpath; will it be assigned an official no?) • Warm Hub scheme – VH not proceeding. No further action. • Lengthsman – suggestions for Feb work include fp13; check fp2; debris at the Cross; hedge above tennis courts; maintenance work on steps between Marlands Lane and Storeys Meadows. (Clerk to check who owns land and whether they are part of an official footpath.) • Parish News – Cllr Nicholson to take over responsibility. Items to be included in the next PC report: <ul style="list-style-type: none"> • Notification re Lengthsman due in Feb. • Removal of debris on A32 (blocking drain) has been done by HH. • Grants. • Work note has been raised about blocked drain end of Long Priors. • The need to be vigilant re flooding. • ‘Tommy’ statues – two were received instead of one. RBLI have been informed. No response to date. 	Clerk
2231	Finance & Administration WG	<p>No written report received. The following updates were noted:</p> <ul style="list-style-type: none"> • WMPC draft leases: <ul style="list-style-type: none"> • Rifle Club - final draft has been drawn up & sent to RC. • VH - Clerk wrote formally to Chair of the VH re PC’s solicitor’s advice that it should appoint its own legal representation. Response received 07/01/23: questioned whether there is a legal need for a lease. Asked PC to hold fire for now. Clerk to inform VH that the PC will take advice from its solicitor and recommend that it does too. Cllr Edwards to forward to solicitor. • Co-option of WMPC member – nothing to report. 	Clerk/ Cllr Edwards
2232	Traffic review	Dealt with under item 2212.	

2233	Defib Signage	Resolved: that the PC awaits advice from Debbie Westley (MV Community First Responders) as to whether additional signage is necessary and, if so, what might be appropriate.	
2234	Reports & Issues	<ul style="list-style-type: none"> • Gallagher Cyber Assist Webinar 30/11/22 – Clerk reported main points of webinar. Important points for consideration incl. those mentioned in item 2223 i.e. external hard drive, virus protection. • SDNP CiL Funding - window for submission of Expressions of Interest has been extended to 3rd March 2023. Hampshire Climate Change Community Action event - The Arc, Winchester, SO23 8SB on 1 February, 14.00-16.00. • SDNPA has agreed a change to the Local Plan Review Timetable, otherwise known as the Local Development Scheme. The decision was also taken to incorporate the Shoreham Cement Works Area Action Plan into the Local Plan Review Process. 	Clerk
2235	Date/time of next meeting	<ul style="list-style-type: none"> • Tues 14th Feb 2023 at West Meon VH (Main Hall); 7.30pm. • To discuss next meeting - VDS; leases; annual meeting of the parish. 	Clerk
2236	Confidential matters	No members of the public/press were present.	
2237	Resignation of Cllr	Cheryl Adams informed the PC Chair 05/01/23 of her intention to resign as a cllr with immediate effect. Cllrs acknowledged her contribution to the PC and asked the Clerk to formally accept the resignation & offer thanks for service to the PC.	Clerk

The meeting closed at 9.46pm

Signed:

Cllr Trenchard (Chair)

Dated:

Signed:

Joanna Tester (Clerk)

Dated:

REPORT TO THE WEST MEON PARISH COUNCIL MEETING OF TUESDAY 10TH JANUARY 2023

SUBJECT: RESIDENT SURVEY - WORRIES ABOUT SPEED IN WEST MEON HIGH STREET AND POSSIBLE SOLUTIONS TO AVOID THE "ACCIDENT WAITING TO HAPPEN"

Prepared by Tony Dees. (10) double sided A4 page reports.

1. Responses from both the Village Shop Survey Forms (15) and posted on 'We Are West Meon' Facebook page (14) have underlined the strength of feeling regarding the dangerous speeds of vehicles travelling through the High Street and the potential for serious accidents
2. The survey responses are well articulated and detailed, providing a baseline of initial commentary that has now been documented and can be placed on record

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Recommendations:

1. That the meeting firstly records a big THANK YOU to all those who took the time to give us their views about worries regarding speed on the High Street as well as possible solutions moving forward. On behalf of Parish Council, Tony to call and thank all those who provided their contact details & Village Shop Update Notice (Decision to approve)
2. Given this work fell over the busy Xmas and New Year period; a further extension period is suggested to ensure everyone in the community has an opportunity to give their views. (Decision on time frames)
3. The 'new build' homes residents, all the various village groups, institutes, drama, sports, organisations, local business's (and particularly the staff of our community shop) will want to comment and respond to the survey; The Primary School, Church, Thomas Lord, West Meon Surgery etc; A Parish News article? (Decision on Who, When and How)
4. Over the extension period an opportunity for informal networking to focus on key improvements needed and perhaps important that Parish Council members complete the resident survey form to promote a teamwork approach (Decision to approve)

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5. Whilst recognising the key role of the Statutory Authorities including WCC and particularly Hampshire Police in this process, the overriding sentiment which comes through all the responses to date is ASAP PLEASE! with an Action Plan and changes implemented to enable a safer High Street for all.

Report prepared 09.01.23

**APPENDIX B
Election Act 2022 and voter ID**

Winchester City Councillors' January Report

The forthcoming local elections on the 4th May 2023, will be the 1st to be impacted by the elections act 2022.

Electors will have to show an approved form of photo identification before voting in a polling station or if they do not possess approved ID, produce a free Voter Authority Certificate which will be available from the Electoral Registration Officer.

Photographic ID will include passport, driving license, immigration documents or a PASS ID card. However, this will not include work or student passes and photocopies of ID documents.

The presiding officer will refuse an electoral ballot paper if they have reasonable doubt the ID does not look like the elector, or suspect, the document is forged.

Many of our residents opt for absent voting. Postal voters will need to make a fresh application every three years, instead of the five yearly signature refresh currently. Electors will only be allowed to act as a proxy for up to 4 people, of which no more than 2 can be 'domestic electors. New postal and proxy applications will require identity verification going forward. The changes to absent vote applications are expected to come into force from December 2023 and the online application service is estimated to be available from August 2023.

In summary, for the upcoming local elections the main impact is on voters who will attend polling stations in person and will be required to produce one of the approved forms of ID and if they don't possess one they will need to apply for the Voter Authority Certificate.

The government will be running a campaign starting this month and more detail will be forthcoming shortly.

Road closures for coronation (additional reminder from December report)

Due to the significant number of submissions the council is expecting, applications for Coronation Party road closures are invited to begin now and they need to be submitted at least 12 weeks in advance so that residents can be confident of getting the legal process completed in time for the event, therefore the final date for submissions is Friday 3rd February 2023. Applications after this date will be accepted, but no guarantee can be given they will be processed in time. Another option if you do not want to apply for a road closure would be to celebrate in one of Winchester's beautiful open spaces or parks with your friends and neighbours.

Councillor Neil Bolton, Upper Meon Valley ward Nbolton@winchester.gov.uk

Councillor Hugh Lumby, Upper Meon Valley ward Hlumby@winchester.gov.uk

APPENDIX C

Hampshire County Councillor report January 2023

- 1. Happy New Year** I hope that everyone had an enjoyable Christmas break. With 2022 and all it brought now firmly behind us, let's hope for a more successful year ahead, my very best wishes for 2023.
- 2. Schools news** The deadline for school place applications is 15th January. Hampshire County Council is urging parents of children due to start school in reception year or move to year 3 in a junior school in September 2023 to indicate three school preferences on their application. Over the last six years, 98 per cent of parents secured a school place for their child at one of their three preferred schools, with between 90 and 93 per cent being offered a place at their first preference school. Online guidance can be found on the Education and Learning pages on the County Council's website.
- 3. Roads update** The new traffic signals at Parkway Roundabout, Whiteley are due to be switched on next week on Tuesday 10th January. Please be aware that the signals will be operating on temporary timings over the next 4-6 weeks as the final elements of the work on Whiteley Way are completed. The switching

on of the signals will see lane markings and stop lines installed and enable the removal of the bulk of the cones and give way signs on the roundabout, which I'm aware are still causing some concern. In more general terms, finishing activities to complete the works will be ongoing across the scheme during January and February. Works to Junction 9 on the M27 are principally complete, with only night time working on the westbound offslip to install sign foundations and kerbing still ongoing, and the junction is fully open to traffic during daytime hours. Works are continuing on Whiteley Way to complete the installation of drainage and the vehicle restraint barrier. At long last, we should now see the principal capacity benefits of the scheme beginning to be realised. Elsewhere in the area, there has been some progress on the installation of the average speed cameras on the A32 and the A272 in the vicinity of the West Meon Hut, although not quite as quickly as had been hoped. On the plus side, the contract has been awarded and more detailed survey work has been carried out that will focus on the last details of the engineering necessary to get the installation started. There are, however, some challenges with getting electrical power to some of the camera locations – delays with SSE has also caused substantial delays. Since the beginning of 2022, Hampshire Highways has repaired around 41,000 carriageway and footway defects, including potholes, and cleared nearly 39,000 gullies and other highway drainage assets to reduce the risk of flooding.

- 4. Minerals and Waste Plan update consultation** A reminder that the consultation on changes to Hampshire's Minerals and Waste Plan closes at the end of this month, at 17:00 hours on Tuesday 31 January 2023. The consultation allows residents to comment on local sites that have been identified for minerals extraction and transportation. Sites for waste processing, recycling and disposal facilities are also indicated in the Plan. The proposed updated plan and the response form can be found at www.hants.gov.uk/minerals-waste-update. As before, my advice is to study the plan carefully for proposals for your area and respond accordingly.
- 5. Tree planting** Trees play an important role in carbon sequestration. As part of the commitment to reach Net Zero by 2050, HCC has produced a Tree Strategy and has committed to facilitate the planting of at least one million trees in Hampshire. The Hampshire Forest Partnership has been set up as the public delivery mechanism for this strategy; its aim is to bring together the public and third sector across Hampshire, as well as residents, businesses, schools and the wider community. Part of the strategy is to plant mini forests across Hampshire, using a technique developed by a Japanese ecologist, Dr Miyawaki, which encourages faster growth and more successful establishment of the trees, as well as a greater number planted, greater biodiversity and carbon sequestration. More information can be found at <https://www.hants.gov.uk/thingstodo/hampshireforestpartnership>. The council is also encouraging parishes and residents to suggest locations for mini forests and other tree planting. If you have any local suggestions, please also email the team at treeplanting@hants.gov.uk
- 6. Keeping homes warm** As more people feel the impact of rising energy costs and increasingly cold weather, Hampshire County Council is reminding those struggling to heat their homes that help is available. Residents can call the 'Hitting the cold spots' phone line for advice and guidance, from temporary heating and first-time central heating to arranging home visits and sourcing boiler repair funding. To access these services, call the team on 0800 804 8601 (lines are open from 9am to 5pm, Monday to Friday). The phone advice line is open to all Hampshire residents. Some services have eligibility criteria, and the advisors will discuss the best possible solution for each caller. More information can be found online.

Councillor Hugh Lumby Meon Valley Division

APPENDIX D

Draft Budget for 2023/24

WEST MEON PARISH COUNCIL Draft Budget 2023-2024					
Actual 2021/22		Budget 2022/23	Predicted Outcome 2022/23	Budget 2023/24	Notes
	EXPENDITURE				
	Staff Costs				
7,414.59	Clerk Salary	9,360.00	7957.37	7882.80	£4672.87 to Oct 2022 plus £656.90 x 5 (£3284.50) = £7957.37
221.13	Clerk Pension	290.00	294.17	252.72	£176.87 to Oct 2022 plus £21.06 x 5 (£105.30) = £294.17
	Office Allowance	300.00	306.00	360.00	£16 x 6; £30 x 7 (going forward, £30 x 12)
314.17	Clerk Expenses	150.00	125.18	125.00	£83.63 to Oct 2022 plus £7.11 x 5 (£35.55) = plus paper @£6.00 = £125.18 For 2023/24 - £7.11 x 12 (£85.32) plus £6.00 x 4 (£24.00; paper) = £109.32
321.76	HMRC	400.00		400.00	To be updated as soon as HMRC Government Gateway access sorted
0	Training	400.00	0.00	300.00	CILCA - £225
8,271.65	Sub-total	10,900.00	8682.72	9320.52	
	Administration				
11.99	IT	190.00	185.01	290.00	£154.97 to Q3 (including annual £9.99 website domain charge) plus circa £40 ink cartridges for Q4. Cover for new printer with HP Instant Ink.
	Website	10.00	9.99	10.00	
0	Insurance	1500.00	1920.00	2000.00	Main insurance premium - circa £1600; cyber cover - circa £320
	Internal Audit	700.00	460.00	250.00	£125 + £335 Fair Account Do the Numbers invoice
715	External Audit	200.00	200.00	315.00	New external auditor rates for 22/23 - if income £50k or less (£315 if £50,001 - £100,000)
0	Room Hire	200.00	221.00	300.00	£111 to Oct 2022 plus £22 x 5 (£110) = £221. Are rates likely to increase for 2023/24? (£22 x 11 = £242 if Main Hall used; £15 x 11 = £165 if Small Hall used)
759.7	APM	100.00	121.50	150.00	
	General Expenses	1,000.00	0.00	1000.00	
	Parish Online	0.00	0.00	80.00	Cllrs to consider Parish Online subscription
1,486.69	Sub-total	4,400.00	3117.50	4395.00	
	Councillors				
	Councillors' travel & expenses	0.00	0.00	50.00	
	Training/seminars	400.00	50.00	200.00	HALC training to be organised?
	Sub-total	400.00	50.00	250.00	
	Membership Subscriptions				
784.22	HALC & NALC	565.00	321.00	350.00	
0	SLCC	0.00	93.00	100.00	
	ICO Registration	35.00	35.00	40.00	
784.22	Sub-total	600.00	449.00	490.00	
	Open Spaces				
808.23	Street Lighting - Maintenance	1,000.00	866.27	1000.00	
723.4	Rec Ground - Maintenance	3,500.00	3540.00	4500.00	£340 to end Q2 Mac edwards for 2022 - £3200 For 2023 - £3300 + £1200 for 3 strims
490.83	Playground Inspections	100.00	93.00	103.00	Inspections £93; new arris rails £80
	Playground Maintenance	900.00	80.00	1000.00	£80 to end Q3

	Rec Ground - dog bin emptying	400.00	520.00	550.00	£130/q
206.56	Rec Ground - Waste	200.00	230.37	300.00	£109.12 (Q1/2) plus £121.25 (Q3/4)
4,680.00	Other Maintenance	4,000.00	3220.00	4000.00	Pathway strimming - £50; Cross cleaning - £1520; War memorial cleaning - £1,400; £40 strimming; Christmas trees - £120
284.49	Brass Band / Xmas Fair	300.00	0.00	0.00	Chris has bought new Christmas lights - move to Other Maintenance
800	Tree Works	1,000.00	2450.00	2000.00	
7,993.51	Sub-total	11,400.00	10999.64	13453.00	
	Other Running Costs				
	Defib Maintenance & Training		130.00	300.00	Pads/battery. Training for 2023/24? £100 donation.
	Sub-total		130.00	300.00	
0.00	Projects	8,000.00			
	Jubilee		967.00		£417 hog roast; £550 bench
	Remembrance 'Tommy'		650.00		
	Sub-total	8,000.00	1617.00	0.00	
0.00	VDS	2,000.00	0.00	3000.00	
	Grants & Donations				
1,147.70	(S. 137 max £5196.80)				
	Jubilee Organising Group		500.00		
	Home-Start Hampshire		250.00		
	Parish News (PCC of Warnford & WM)		500.00		
	Citizens Advice		200.00		
	WM Village Shop		500.00		
	Sub-total		1950.00	5200.00	
			5196.80		
0.00	Contingency (open spaces)	1,000.00	0.00	0.00	To be removed for 2023/24
0.00	Contingency (administration)	500.00	0.00	0.00	To be removed for 2023/24
	Sub-total	1500.00	0.00	0.00	
19,683.77	TOTAL	39,200.00	30242.66	36408.52	
	INCOME				
34,234.00	Precept		35261.00	37024.00	5% increase
0	Warnford & WM Sports Club		350.00		
	West Meon Village Shop (Leaflets)		150.00		£110 to Nov 2022; estimated £150 to end of year
732.95	School		150.00		
1,985.57	CIL Contribution from SDNP		38680.10		
	HCC Jubilee Grant		500.00		
	War Memorials Trust Grant - Cross cleaning		760.00		
47,341.02			75851.10		