



## DRAFT MINUTES

West Meon Parish Council  
2nd July 2024; 7.30pm; West Meon Village Hall

### PRESENT:

Cllr Edwards (acting-Chair); Cllr Silk; Cllr Thomson; Cllr Burke; & Cllr Davies.

### In Attendance:

Mrs Joanna Tester (Clerk); Cllr Bolton (WCC; left 7.40pm); & Cllr Wallace (HCC; left 7.47pm)

Meeting started at 7.31pm

Item No.	Item	Discussion & Decision	Action
2767	Acknowledgements	Councillors paused and remembered in silence the contributions of Charlie Tuck and all other villagers who have passed away since the last meeting.	
2768	Apologies	Apologies received and accepted from Cllrs Trenchard, Gedye & Waller.	
2769	Disclosable pecuniary interests	None declared.	
2770	Requests for dispensations	None received.	
2771	Public questions & comments	Standing orders suspended for maximum 10 mins. No members of the public in attendance.	
2772	Resume standing orders	Agreed.	
2773	District councillor's report & questions arising	<p>Report received (Appendix A). Cllr Bolton commented on the following:</p> <ul style="list-style-type: none"> <li>Hydrologist report from Hydrock - conversation has taken place with other FAG members. Regarding remediation changes, Hydrock refers to providing a fee proposal for running the model &amp; adjusting parameters but FAG considers that these should be included. Cllr Bolton to send details to Clerk; to be e-mailed to Hydrock. Need clarity on this before go-ahead can be given to proceed with the next stage of the process.</li> </ul> <p>Cllr Thomson commented that the expectation should be for a model that is easy to run different scenarios through.</p>	Clerk

2774	County councillor's report & questions arising	<p>Report received (Appendix B). Cllr Wallace commented as follows:</p> <ul style="list-style-type: none"> <li>• Grants info is key, especially as provision is likely to be cut next year.</li> <li>• Briefing on schools - new headteacher due into WM School in September. Numbers currently down (intake of only 6 this year; capacity for 12). HCC has confirmed that not looking to close village schools. Hoping new headteacher will make a difference.</li> <li>• Water &amp; Flood Management Team - informed Cllr Wallace that they have provided historic data for hydrologist report. PC not aware of this; Clerk is currently challenging HCC re £200 fee quoted to Hydrock for provision of this data.</li> </ul>	
2775	Mins of previous meetings (04/06/24)	Agreed as a true record.	
2776	Clerk's progress report	<p><b>Parish Lengthsman Agreement</b> Timetable for 2024/25 as follows: 03/07/24; 04/11/24; &amp; 31/01/25.</p> <p><b>WMPC-WMVH lease</b> application has now been expedited. Chased Heidi Chapman (Bramsdon &amp; Childs) for an update 27/06/24.</p> <p><b>Steps between Marlands Lane &amp; Storeys Meadow</b> Mark Armitage (Hyde Housing) has confirmed that he has moved on to a new role but will support his successor with background info etc. Chased Mark Armitage 27/06/24 &amp; asked for contact details of new Neighbourhood Officer.</p> <p><b>Replacement by HCC of x2 redundant traffic speed signs on A32</b> no update. Steve Woodward &amp; Jenny Wallace (HCC; Casualty Reduction Team) have confirmed that devices have been ordered but awaiting confirmation of when they can be fitted. No update.</p> <p><b>PDS</b> Paul Andersen &amp; Cllr Waller have completed the re write using changes agreed with SDNP. SDNP confirmed in May that, due to General Elections in July, the earliest, that the PDS can go out for second consultation is 02/09/24 and be considered by the planning committee for adoption Dec 2024.</p> <p><b>Footpath 10</b> Cllr Edwards to update. [UPDATE: part through crop field has been reinstated; section through woodland is overgrown - Cllr Burke to obtain exact location details so that landowner can be identified.]</p> <p><b>Repair/replacement of fingerpost signs in Woodlands</b> Mark Keighley (HCC Highways Engineer) has confirmed that not a priority but hoped that a quote would be sought soon from JK Engineering &amp; once this is received and the work can be approved, they will instruct for the work to take place this Spring/Summer.</p> <p><b>Question re insurance for boules court if land registration hasn't yet been sorted</b> on hold until boules court project confirmed going ahead.</p> <p><b>Empty salt bin on Marlands Lane</b> (half way up; blue) has been reported to HCC online.</p> <p><b>Entrance gates/signs for Woodlands</b> spoke to Joe Folland, Community Funded Initiatives Team, HCC 12/06/24 &amp; discussed pros &amp; cons of CFI. Confirmed that given a relationship with JK Engineering has already been established, there are no real benefits to going down the CFI route and it will be cheaper not to. CFI application form still needs to be completed and sent to HCC with all details of design/locations etc. (completed 13/06/24). Application fee of £270.00 will still need to be paid. Chased for update 27/06/24. [UPDATE: response received - will be looking at application form soon.]</p>	Cllr Burke

2776 cont.	Clerk's progress report cont.	<p><b>Issues on Lynch Lane:</b></p> <p>1. HH has raised a job to have the 2 gullies and 2 weir kerbs outside Davena cleansed.</p> <p>2. Issues at the bottom of Lynch Lane - Clerk has reported online.</p> <p><b>Info/emergency contacts leaflet for all parishioners</b> example has been e-mailed to cllrs. Hambledon PC is in the process of putting one together (using free software, Canva) &amp; has costed it out with an online printing company @ circa £200 for 500 x glossy 4-fold info leaflets with bi-fold emergency info leaflets to go inside. No progress to date.</p> <p><b>Recreation Ground Usage Policy</b> draft policy &amp; risk assessment not ready for consideration at the July PC meeting. Postpone to Sept 2024.</p>	
2777	Q1 2024/25 Financial Report & Statement	<p><b>Resolved:</b> that the PC delays the approval of the Q1 2024/25 Financial Report &amp; Statement until the Sept 2024 PC meeting, to enable all councillors to fully consider them.</p>	Clerk
2778	Bank account	<p>Bank account balance as of 30/06/24: <b>£85,519.03</b> (Cllrs have been provided with bank statements 171, 03 June 2024 to 30 June 2024 (<b>£33,951.92</b>; current account); and bank statement 010, 01 June 2024 to 30 June 2024 (<b>£51,567.11</b>; savings account.)</p>	Clerk
2779	Payment of accounts	<p>Mrs J C Tester Clerk's salary &amp; mileage claim (June 2024) £609.35  NEST Clerk's pension (June 2024) £60.32  West Meon Village Hall Hall hire (June &amp; July 2024) £36.00  HugoFox Monthly website charge (June 2024) £11.99  ICO ICO registration 2024 £35.00  HMRC Clerk's NI/tax Q1 2024/25 £363.00</p> <p><b><u>The following payment is in addition to those stated on the agenda:</u></b></p> <p>HALC Training course for Cllr Thomson (01/10/24) £117.60</p>	Clerk
2780	Planning applications	<ul style="list-style-type: none"> <li>• SDNP/24/02044/HOUS - Westbury Cottage, Heathfield Lane, West Meon, Hampshire, GU32 1NE. Replace dilapidated garden pool room. [NO OBJECTION.]</li> <li>• APP/Y9507/W/24/3343217/SDNP/23/05261/HOUS1 and 2 Pest Houses, Petersfield Road, West Meon, Hampshire, Two storey extension to rear of semi-detached pair of cottages. (This is an appeal against non-determination.) [NO COMMENT.]</li> <li>• SDNP/24/02503/LIS Shafts House, East End, West Meon, Hampshire, GU32 1LU. 1. Remove and rebuild main chimney stack. 2. Replace glass and timber conservatory for solid roof structure of same proportions on the same footprint. [NO OBJECTION.]</li> </ul>	Clerk

2781	Planning apps received after 26/06/24	<ul style="list-style-type: none"> <li>SDNP/24/02599/FUL - Lion Hill Coach House, Alton Road, West Meon, Hampshire, GU32 1JF This planning application relates to a proposed new 2 bedroom single storey dwelling at the land to the rear of Lion Hill House, West Meon (formerly The Red Lion Public House). Note: Planning approval for this dwelling was granted in February 2021 (SDNP/20/03665/FUL) but could not proceed due to a number of complications arising from COVID-19. The planning approval expired in February 2024 - this application is to renew the previously approved expired application. [NO COMMENT.]</li> </ul>	
2782	Planning decisions	None.	
2783	Planning WG	<p>No written report or verbal updates.</p> <p>Resolved: that the PC approves the following delegation arrangements for responding to planning consultations received over the summer with deadlines before the Sept 2024 PC meeting:</p> <ul style="list-style-type: none"> <li>Consultation to be conducted via e-mail; comments to be drawn up by the Planning working group (Cllrs Burke; Trenchard; Waller &amp; Silk) and submitted by the Clerk. Any applications considered potentially ‘contentious’, or where other PC members do not agree with the comments recommended by the Planning WG, will require discussion at an extraordinary PC meeting, unless the Planning Case Officer is able to grant an extension to beyond the date of the Sept PC meeting.</li> </ul>	
2784	Community, Housing & Recreation WG	<p>No written report. The following updates were noted:</p> <ul style="list-style-type: none"> <li>Risk assessment for Rec. Ground usage not yet ready - Cllr Davies hoping to do a site visit this weekend. Cllrs agreed that the policy and therefore RA need to cover whole Rec. Ground, not just the potential area for overflow parking. Clerk to send draft policy to Cllr Davies.</li> <li>Parish News: Cllr Edwards to confirm with Cllr Waller that he is able to sort.</li> </ul>	<p>Cllr Davies/ Clerk</p> <p>Cllrs Edwards/ Waller</p>
2785	Walks Booklets	<p><b>Resolved:</b> that the PC approves the printing of 300 copies by Studio 6 of the WM Walks Booklet at a cost of £437.00. [Clerk advised cllrs that 50 copies had already been sent to Cllr Waller without order/invoice, but that this would be sorted before a formal order is placed.]</p>	Clerk

2786	Recreation Ground Bench	<p><b>Resolved:</b> that the PC purchases a picnic-style bench to be installed near to the new play equipment at the Recreation Ground, rather than the traditional 3-seater bench approved at the May PC meeting (item 2729). [N.b. the proposal arose due to recent feedback from users of the play area.] Details as follows:</p> <ul style="list-style-type: none"> <li>• Supplier: Broxap</li> <li>• Sturdy Recycled Plastic Picnic Unit</li> <li>• 2100mm length to table top (to allow for wheelchair access)</li> <li>• Coloured brown</li> <li>• £657 + VAT</li> <li>• Set of extensions to suit (£35 per set)</li> <li>• To be cited on bank above play area or ground at end.</li> </ul>	Clerk
2787	Finance & Administration WG	<p><b>Resolved:</b> that the PC has confirmed arrangements for making payments over the summer with deadlines before the Sept 2024 PC meeting as follows:</p> <ul style="list-style-type: none"> <li>• All payments to be approved by the Clerk and Chair under delegations stated in the PC's standing orders.</li> </ul>	
2788	Financial Regulations - Update	<p><b>Resolved:</b> that the PC approves the updated Financial Regulations. Clerk to update website.</p>	Clerk
2789	Flood Action Group	<p>Desktop study by Hydrock has been received and reviewed. Councillors commented as follows:</p> <ul style="list-style-type: none"> <li>• Professional, well presented report.</li> <li>• As expected, it recommends further modelling.</li> <li>• Minor amendments to be requested as follows: <ul style="list-style-type: none"> <li>• Section 2; para 6 - delete 'aqueduct' and insert 'rail viaduct'.</li> <li>• Section 2.6 - amend to state that the installation of the weir in 2001 was funded by the EA.</li> <li>• Section 3.2 - mentions 'two small pipes that are insufficient in size'. It would be helpful to know current size/diameter and what Hydrock considers 'sufficient'.</li> <li>• Section 4.1 - last sentence states 'weir may also contribute to flood risk'. Amend to 'weir is likely to... '.</li> </ul> </li> </ul>	Clerk/ Cllr Gedye
2790	Hydrologist Report - HCC Fee for Historic Flooding Data	<p><b>Resolved:</b> that the PC has approved the payment of £200.00 + VAT to Hydrock to cover the fee quoted to them by HCC for the provision of historic flooding data. [N.b. the Clerk is currently liaising with HCC regarding waivering this fee, therefore funds may not need to be drawn down.]</p> <p>Clerk to contact Hydrock &amp; find out how important this historic data is to the ultimate accuracy of the report &amp; modelling.</p>	Clerk
2791	Reports & Issues	None.	

2792	Date/time of next meeting	• Tues 03 September 2024 at West Meon VH; 7.30pm.	Clerk
2793	Confidential matters	No confidential matters were discussed.	

**The meeting closed at 8.46pm**

**Signed:**

**Cllr Trenchard (Chair)**

**Dated:**

**Signed:**

**Joanna Tester (Clerk)**

**Dated:**

**APPENDIX A**

**WCC Councillors' July 2024 Report**

### **Post- Election Return to Work**

As everybody will be aware, much Council activity has been put on hold through the General Election period, with business beginning to pick up again during the week commencing Monday 8<sup>th</sup> July, notably with the first Full Council meeting of the municipal year at 1830 on Tuesday 9<sup>th</sup> July. All WCC (and also HCC and SDNPA) public meetings are now streamed on YouTube should you wish to observe 'live' or return to a previous meeting to confirm what was agreed. This might be particularly useful for the regulatory committees, Licencing and Planning. Go to [https://www.youtube.com/@Winchester\\_City](https://www.youtube.com/@Winchester_City), also <https://www.youtube.com/channel/UCZUGIVUya3TWSHb9sWaVNqA> for HCC and <https://www.youtube.com/@sdnpa/playlists> for the National Park Authority.

### **Local Plan Reviews**

The Local Plans are routinely reviewed every 5 years. As most of the Upper Meon Valley ward lies within the National Park boundary, the South Downs National Park Authority is the Local Planning Authority for that part of the ward (over 95% by area). A small part of the ward, mostly south of the B2177 at Lower Upham and Marwell together with Tichborne Golf Course, lies outside the Park. For these areas Winchester City Council has continued to be the Local Planning Authority.

The draft of the revised Winchester Local Plan has already been through its first public consultation phase in 2023, known as the "Reg 18" consultation. The strategic planning team have since been revising the draft for it to go out for a second public consultation (unimaginatively known as "Reg 19") sometime later this Summer, but inevitably delayed due to the election. After further post-consultation revisions the draft is then reviewed in public by a government Planning Inspector, before finally being adopted by the Full Council. The South Downs revision cycle is over a year behind Winchester's but runs by the same rules, with its first draft ("Reg 18") now due to be released early next year. A key element of the consultation drafts is the housing targets to be met by the plan and the areas of land allocated for development through which those targets will be met.

Inevitably, given the differing policy drivers of Winchester City and the National Park, the SDNPA's targets will be lower than the City's. Nonetheless, there remains high demand for more "affordable" homes in the Park, as in the City. It is also hoped that there will be stronger provisions in the Park's revised plan to protect our chalk stream catchments and better opportunities for self-build homes, particularly if these are smaller properties that can be secured for those with a demonstrable local connection, in much the same way as the current "Exception Site" schemes. We are also looking for assurances that Regulated Social Housing (eg housing association properties) can be exempted from the 'house swap' provisions in the Housing Acts that currently allow a resident with a genuine local connection to 'swap' with a tenant in another area (eg Southampton or Portsmouth), so diluting the principle of 'local homes for local people'.

As the consultation reviews are published we will aim to ensure Parishes are updated and encourage them to take every opportunity to have their say on behalf of their communities.

Neil Bolton and Jerry Pett

## Grant Opportunities

Several grant opportunities have just re-opened:

- [Leader's Community Grants](#)
  - The purpose of the scheme is to fund one-off, time limited projects which provide community benefit and help local communities thrive; and help local organisations become financially self-supporting and not reliant on public sector funding.
  - Applications can be made for over £1,000 up to a maximum of £25,000 and may be for activity costs, a specific project and/or capital costs.
  - Scheme is NOT open to parish/town councils or commercial organisations
- [Rural Communities Fund](#)
  - The Fund provides support under the following four areas:
    - Climate Change Resilience (to include Flood Alleviation)
    - Countryside
    - Rural Economy and Business (to include Rural Retailers)
    - Other – we are keen to support other projects or initiatives that will help build community resilience and/or encourage self-help in rural areas
  - Typically fund up to a maximum of £5,000 as part of a match-funded scheme
- [Parish and Town Council Investment Fund](#)
  - The priority of this fund is to support partnerships between local communities and the County Council. It will provide pump priming investments to pilot new schemes which respond to local needs and the growing pressure on County Council Services.
  - There are three primary areas available for investments:
    - Capital Funding: £1,000 to £30,000 for schemes which enhance existing or provide new infrastructure and equipment to support a local community, including energy efficiency grants
    - Meeting local needs: Usually for investments of £1,000 to £30,000 in schemes that enable local communities to be more resilient. For example, schemes which encourage 'neighbourliness' in tackling social isolation or in the management of community assets.
    - Training: Investments up to £10,000 provide appropriate training in the local community.
- [County Councillor Grants](#)
  - Groups and organisations can apply for funding for both revenue (one-off) and minor capital projects. Revenue grants should generally be used to support short term project related costs.
  - It is expected that the grants will benefit a wide range of groups/activities: for example, vulnerable children or adults, young people, facilities for older people, community facilities, parish councils (but only for specific projects), schools' minor traffic or safety works, local environment projects, and community safety.
  - The 2023/24 County Councillor grant scheme is open until 29 February 2024.

More details about each of these grants is available on the County Council website.

## Give the Gift of a Loving Home to a Child in Need

Can you give a home to a vulnerable child? That's the question Hampshire County Council's Fostering Service is putting to local residents this summer in its new campaign to find more loving homes for children in care.

A child comes into foster care every 12 hours in Hampshire, leading to an ongoing need across the county for more foster carers.

Anyone aged over 21 and from all walks of life can become a foster carer. The only requirement is a spare room – and of course, plenty of patience, resilience, open-mindedness and positivity. There are many different types of arrangements available, from full-time fostering to more flexible options that fit around home and work-life commitments.

More information is available online: [Give the gift of a loving home to a child in need](#)

### **Let's Show Domestic Abuse the Red Card**

Hampshire County Council is reminding everyone that there is help available for anyone who may be subjected to domestic abuse and for those needing support to reduce their abusive behaviours. Making a single phone call could make all the difference to someone's safety and wellbeing.

More information is available online: [Let's show domestic abuse the red card](#)

### **Free Activities and Food for Children this Summer!**

Hampshire County Council is reminding families to sign up now to avoid missing out on the many Holiday Activities and Food (HAF) schemes on offer during the school summer holiday (24 July to 30 August 2024).

There is a wide range of fun and interesting crafts, sports and outdoor activities for all ages to choose from, which also include a nutritious meal. Free spaces are available for children who receive benefits-related free school meals and vulnerable children who may benefit from the programme. Many schemes also have paid-for places available.

The Holiday Activities and Food (HAF) programme makes free places available to eligible children for the equivalent of at least four hours a day, four days a week and for six weeks a year. This covers four weeks in the summer and a week's worth of activities in the Easter and Christmas holidays.

Parents and carers who want to find out what is on offer locally can search the [Family Information and Services Hub](#) and then [register online](#) to be able to book a space.

### **Southern Water Hampshire Water Transfer & Recycling Project**

Limits on the amount of water that can be taken from our chalk streams, coupled with our growing population and changing climate, means that a new source of water is needed to supply homes and businesses in Hampshire. Southern Water's proposal is to tap into treated wastewater and use advanced treatment techniques to turn it into purified recycled water. The project includes running a water transfer pipeline from Havant to Otterbourne, passing through the Meon Valley.

A consultation on the project is open until 23 July 2024 when Southern Water are seeking feedback from community members on the following aspects of the Project:

- The Project overall
- The proposed pipeline routes
- The proposed water recycling plant and associated pumping stations
- The proposed sites for the above ground plant along the pipeline route
- The process we have undertaken to develop the Project up to this consultation
- The preliminary environmental and other impacts of the Project and initial proposals for mitigation.

For more information and to contribute, go to: [Hampshire Water Transfer and Water Recycling Project](#)

### **Decisions on Future Services Delayed**

Following the announcement that a General Election will be held on 4 July 2024, decisions on the Future Services Consultation (tip closures, road investment, etc.) have been postponed until the autumn.

A public consultation was held between January and March this year, which invited people's views on 13 proposals to reduce and change some local services to help the County Council deliver savings towards the £132 million recurring budget gap faced from April 2025. Final decisions on the proposals were due to be made by the County Council's Cabinet this summer. However, with a General Election also now due this summer, the County Council has concluded that any decisions and communications activity in relation to the outcome of the Future Services Consultation should be avoided under pre-election rules. The Select



Committee meetings that were due to take place next month have therefore been rescheduled to September and final decisions are scheduled to be taken by the County Council's Cabinet in October.

[Future Services – changes to planned decision-making dates | Hampshire County Council](#)

### **Have Your Say on Local Cycling and Walking Plans**

The Winchester District Local Cycling and Walking Infrastructure Plan (LCWIP) sets out the ambition for investment in walking and cycling in the Winchester District over the next 5-10 years. The draft is out for consultation until 14 July. Please give your feedback by completing two short surveys and adding your comments to the map at: [Winchester District Focus LCWIP](#)

Note: This is important as the finalised LCWIP will be used to identify priorities for investment in cycling and walking in the future. The draft LCWIP is [here](#), and includes sections on:

- Pages 59-67 – Whiteley Core Walking Zone
- Pages 87-96 – Cycle Route from Hockley to Wickham (via BW, Waltham Chase etc.)
- Pages 97-101 – Cycle Route from Botley to Whiteley

So, please get your comments in!