



## DRAFT MINUTES

West Meon Parish Council  
3rd Oct 2023; 7.30pm; West Meon Village Hall

### PRESENT:

Cllr Trenchard (Chair); Cllr Nicholson; Cllr Gedye; & Cllr Waller

### In Attendance:

Mrs Joanna Tester (Clerk); Cllr Bolton (WCC; left 8.01pm); Cllr Pett (WCC; arrived 7.35pm; left 8.01pm) & 5 members of the public.

Meeting started at 7.30pm

Item No.	Item	Discussion & Decision	Action
2475	Acknowledgements	Councillors paused and remembered in silence the contributions of all villagers who have passed away since the last meeting.	
2476	Apologies	Apologies received and accepted from Cllrs Thomson, Edwards & Silk. Apologies also received from Cllr Lumby (HCC).	
2477	Disclosable pecuniary interests	Cllr Nicholson –planning item 2491 (SDNP/23/03602/TPO - 2 Stones Yard). As a neighbour of this property, Cllr Nicholson will refrain from taking part in discussion and/or voting on the consultation response to this application.	
2478	Requests for dispensations	None received.	
2479	Public questions & comments	<p>Standing orders suspended for maximum 10 mins.</p> <ul style="list-style-type: none"> <li>• Resident from Woodlands addressed the PC on the subject of the VDS and the recent SDNPA consultation.</li> <li>• Woodlands residents raised the following concerns: <ul style="list-style-type: none"> <li>○ High speeds of vehicles through lanes in Woodlands. Signage to be improved. Currently no warning signs.</li> <li>○ Road-side bracken needs to be cleared (health hazard when sporing). Lengthsman job?</li> <li>○ Footpath issue – fp has been ploughed across &amp; not reinstated.</li> </ul> </li> </ul> <p>Cllr commented as follows:</p> <ul style="list-style-type: none"> <li>• PC consultation on VDS started in 2017. Numerous opportunities for contributions. No objections made to 2002 version and nothing has changed in terms of references to Woodlands. Requested technical</li> </ul>	

		<p>amendments on p4 and p34 can be done. Will look at other technical changes. The 2002 version was about built environment. This one is about landscape so quite different. The PC has no appetite to do any major re-typing or re-paginating.</p> <ul style="list-style-type: none"> <li>• Traffic – HH matter. PC can raise with Cllr Lumby.</li> <li>• Speed issues – there is a group in the village (20splenty) – would welcome representation from Woodlands residents.</li> <li>• Lengthsman not able to work on the highway. Needs to be addressed with HH. Clerk to report once residents have e-mailed details.</li> <li>• Woodlands is linked to fp10. PC will contact landowner to discuss ploughed footpath.</li> <li>• All parishioners are able to receive the Parish News. Not a PC initiative/responsibility.</li> <li>• PC would welcome applications from Woodlands residents to be co-opted onto the PC.</li> </ul>	
2480	Resume standing orders	Agreed.	
2481	District councillor's report & questions arising	<p>Report received (Appendix A). Questions/comments to WCC cllrs:</p> <ul style="list-style-type: none"> <li>• Cllr noted that WCC has been very useful in assisting with starting the process of removal of abandoned vehicles in VH carpark.</li> </ul>	
2482	County councillor's report & questions arising	Report received (Appendix B).	
2483	Police/PCSO report	<p>Report from PCSO Reeves as follows:  Reported crimes for West Meon during the month of Sept:  5 reports of Making off without payment.  1 report of Shoplifting.  2 reports of Harassment.  1 report of Criminal Damage.  2 reports of Thefts From Motor Vehicles. One was number plates stolen from a vehicle in Station Road Car Park and the other was money stolen from a vehicle in the High Street.</p>	
2484	Mins of previous meetings (05/09/23)	Agreed as a true record.	
2485	Clerk's progress report	<p><b>Parish Lengthsman Agreement</b>  Timetable for 2023/24 as follows:  24th Nov 2023 (full day)  31st Jan 2024  <b>WMPC-WMVH lease</b> – no further updates.  <b>Asset Register</b> - Internal Auditor has advised the following:  • Initial cost prices of existing assets should be added in as 'best estimate', based on the total fixed asset value used for the AGAR 2021/22.  • Insurance amounts for each category should be reassessed to reflect assets which can be self insured.</p>	Clerk/

	<p>Work has been done on this through the summer. Clerk and Cllr Nicholson have met to discuss. On-going.</p> <p><b>Steps between Marlands Lane &amp; Storeys Meadows</b> – online enquiry has been sent to Hyde Housing. Estate Management Dept (Mark Armitage) responded 08/09/23 to say that they would be conducting a site visit within the following couple of weeks. Awaiting an update.</p> <p><b>Removal of redundant traffic speed signs on A32</b> - Clerk awaiting update from Ian Janes (HCC). Ian’s initial response 14/06/23 was as follows: ...’permanent Vehicle Activated Signs... These signs are operated by the County Council’s Casualty Reduction team who I will contact regarding the Parish Council’s request to have them removed. I will get back to you in due course.’ Casualty Reduction Team at HCC chased 24/08/23. Main contact is on A/L. ITS Team has been asked to respond. Chased 25/09/23 as no response received.</p> <p><b>Speed Indicator Device</b> - Clerk awaiting completion of Risk Assessment from Cllrs Waller &amp; Edwards. [UPDATE: licence has been posted to Clerk for signing &amp; returning to HH. It should be completed in time for deployment mid-Oct.]</p> <p><b>Savings Account</b> - Savings account with Unity Trust Bank has been opened and £50k transferred from the current account.</p> <p><b>VDS</b> - response to consultation results sent to SDNPA 19/09/23. Reply received from Lewis Ford 27/09/23, as follows:  In terms of your formal response below, the parish council need to:</p> <ul style="list-style-type: none"> <li>• Amend the VDS and prepare a Consultation Statement (template attached). The latter needs to set out a summary of the representations received, and explain what amendments you have made (or not made) and why following a review of the representations. Please do send the above over to me when you are ready.</li> </ul> <p>The remaining actions under “next steps” are for myself in consultation with yourselves as appropriate – so the onus is on me and not you. If it would be of assistance, you are welcome to send over your first attempt at the amendments and consultation statement for me to review and provide further comments to assist you. If you would like me to do this then please provide the draft VDS amendments and draft consultation statement as word documents with tracked changes.</p> <p><b>Non-road-legal vehicles (Rec Ground carpark)</b> - after further investigation, Clerk contacted WCC which confirmed that it would be able to take on issuing notices and removing vehicles if necessary. Vehicle details provided and WCC to take forward.</p>	<p>Cllr Nicholson</p>
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2486	Bank account	<b>Bank balance - £89,922.14</b> (Unity Current A/c) & <b>£50,000.00</b> (Unity Savings A/c). Cllrs have been provided with bank statements 159, 03 Sept 2023 to 30 Sept 2023 (current account); & 1, 14 Sept 2023 to 30 Sept 2023 (savings account).	Clerk
2487	Financial Report & Statement Q2 2023/24	<b>Resolved:</b> that the PC approves the financial report and statement for Q2 2023/24.	Clerk
2488	Grant Requests – Citizens Advice & WM Theatre	<p><b>Resolved:</b> that the PC approves the following grant:</p> <ul style="list-style-type: none"> <li>Citizens Advice - £200.00 (To help expand and develop outreach services within Winchester District to create a fully accessible advice service that can respond to the evolving needs of the community.)</li> </ul> <p>However, the request from West Meon Theatre (below) is denied as councillors felt that the application should come from the owner of the building.</p> <ul style="list-style-type: none"> <li>WM Theatre - £500.00 (Contributing to the needed insulation of the West Meon Theatre store room ceiling located in WM Village Hall, to help lower the costs of heating the hall in the current economic climate and the rising costs of electricity. The cost of the work is £2100 plus VAT and is being shared between the Village Hall and West Meon Theatre.)</li> </ul>	Clerk
2489	Conclusion of Audit 2022/23	<b>Resolved:</b> that the PC approves the Annual Return, including the external auditor certificate for y/e 31/03/23.	
2490	Payment of accounts	<p>Mrs J C Tester Clerk's salary &amp; mileage claim (Sept 2023) £564.61  NEST Clerk's pension (Sept 2023) £56.16  West Meon Village Hall Hall hire (July 2023) £18.00  Will Hillier Grounds maintenance (@ The Cross; tree at the bus stop; Recreation Ground) £340.00  [The full amount of the invoice is £390.00 but the work in the infant play area (itemised at £50.00) does not appear to have been carried out, hence this will be retained until it has been completed satisfactorily. Clerk to e-mail supplier.]  BDO External audit 2022/23 £378.00</p>	Clerk
2491	Planning applications	<ul style="list-style-type: none"> <li>SDNP/23/03602/TPO - 2 Stones Yard West Meon Hampshire GU321AR. G1Mixed-Prune back to near boundary leaving approximately 3m growth from main stem. T1 Lime-Crown lift towards house to approximately 4m to maintain size/distance from property/building. [NO OBJECTION.]</li> </ul>	Clerk
2492	Planning apps received after 27/09/23	None received.	
2493	Planning decisions	Noted, with the addition of: SDNP/23/02221/FUL - Hill View, Church Lane, West Meon, Hampshire, GU32 1JB. Land change of use from Agricultural to Equestrian. The erection of a small stable block to house client's own horse and horse welfare. APPROVED.	

2494	Planning WG	No written/verbal report this month.	
2495	Community, Housing & Recreation WG	<p>No written report. The following updates were noted:</p> <ul style="list-style-type: none"> <li>• <b>Girls' Football Club at WM</b> – four teams played last Saturday. Dates have been provided for future games (can be given to villagers via Parish News). Lots of vehicles but no major complaints/issues. Well received by players. Branches overhanging football pitch to be trimmed back by Cllr Edwards.</li> <li>• <b>Tender for playground equipment</b> – Clerk reported problems contacting Kings Worthy PC to request use of its tender document template. On-going.</li> <li>• <b>TSI devices</b> – awaiting licence from HH. Should hopefully be sorted by mid-Oct to allow devices to be put in place for last 2 weeks in Oct.</li> <li>• <b>Music festival parking at the Rec Ground</b> – organisers complied with everything requested by the PC other than not providing carpark attendants.</li> <li>• <b>Boules</b> – Club has agreed to proceed as per PC's requirements. Cllr Edwards liaising re planting around the court.</li> <li>• <b>Parish News</b> – Items to be included in the next PC report: <ul style="list-style-type: none"> <li>• VDS – technical issues to be dealt with appropriately.</li> <li>• Lengthsman – due Nov. Suggestions?</li> </ul> </li> </ul>	
2496	Registered charity no 301982 'Recreation Ground'	<p>[Documents have been received.]</p> <p><b>Resolved:</b> that the PC approves the following actions going forward:</p> <ul style="list-style-type: none"> <li>• Cllrs Waller &amp; Edwards (trustees) to obtain new password &amp; submit return at the appropriate time. Once land registration has been sorted, the PC can discuss closing down the charity.</li> </ul>	Cllrs Waller/ Edwards
2497	Advertising banner at The Cross – West Meon Primary School	<p><b>Original proposal:</b> that the PC discusses WM Primary School's request for a banner advertising its Open Morning 4<sup>th</sup> Nov to be displayed from the beginning of Oct at The Cross. [This proposal has been superseded as another community group had requested that its A-frame advertising be displayed in the first two weeks of Oct. The School has been informed that the earliest it would be able display its banner is 14<sup>th</sup> Oct.]</p> <p><b>Amended proposal:</b> that the PC amends its A-frame and Banner Advertising Policy as follows:</p> <ul style="list-style-type: none"> <li>• Addition of maximum period of advertising to be 2 calendar weeks; and</li> <li>• Amendment to request for permission must be sought in advance from the Clerk.</li> </ul> <p><b>Resolved:</b> that the PC amends its A-frame and Banner Advertising Policy as per the amended proposal, above. Cllr Nicholson to amend, publish on PC website, &amp; provide a hard copy for display in the Village Shop.</p>	Cllr Nicholson

2498	West Meon Primary School – travel safety booklet	<b>Resolved:</b> that, in order to assist the Primary School with creating a travel (to and from school) safety booklet, the PC approaches the Safe and Sound/20s Plenty group and asks for them to liaise directly with the School.	Clerk
2499	Finance & Administration WG	No written report received & Cllr Edwards and the Clerk confirmed that there is no current update on leases and land registration.	Cllr Edwards/ Clerk
2500	Capital projects	<b>Resolved:</b> that the PC looks to take forward the following capital projects: <ul style="list-style-type: none"> <li>• Children’s play area (no update at the current time).</li> <li>• Christmas lights (Cllr Waller confirmed may not be able to achieve anything this year. May be issues in terms of sorting an electricity supply from some of the properties e.g. the butchers, and how costs would be reimbursed. Existing lights to be used for this year. May need new batteries.)</li> <li>• Grasscrete for back of VH (additional parking) – one quote has been received. To investigate further in due course when boules court work etc. has been completed.</li> </ul>	Clerk  Cllr Waller
2501	E-mail service provided to PCs by HCC	<b>Resolved:</b> that the PC has discussed the decision made by HCC to withdraw the .gov.uk e-mail service provided to WMPC (with effect from 31/12/23) and agrees that the Clerk should investigate potential replacements. Decision to be made at the Nov PC meeting.	Clerk
2502	Flood Action Group	No written report received. Cllr Gedye reported the following: <ul style="list-style-type: none"> <li>• Update has been received from David Butcher. Not received by other cllrs and Clerk. Cllr Gedye to forward on. To be discussed at the Nov PC meeting.</li> </ul>	Cllr Gedye
2503	Clerk’s working hours	<b>Resolved:</b> that the PC approves a change to the Clerk’s working hours as follows: <ul style="list-style-type: none"> <li>• Tues to Fri – 12.30pm to 3pm</li> <li>• Additional 2 hours worked flexibly throughout the week</li> <li>• For weeks when the monthly PC meeting is held, Mon 12.30pm to 2pm and 3.30pm to 4.30pm to be worked instead of Fri 12.30pm to 3pm</li> </ul>	
2504	Reports & Issues	<ul style="list-style-type: none"> <li>• Correspondence has been received from a resident of Woodlands regarding the WM VDS, reiterating concerns expressed in consultation response.</li> </ul>	
2505	Timing of monthly PC meetings	<b>Resolved:</b> that the PC commits to monthly meetings closing at or before 9pm (with the exception of Sept and May where additional content needs to be covered). The meeting will be closed at 9pm and cllrs asked if they would like to continue or leave unfinished business until the subsequent monthly meeting.	

2506	Date/time of next meeting	<ul style="list-style-type: none"> <li>Tues 7<sup>th</sup> Nov 2023 at West Meon VH (Small Hall); 7.30pm. Agenda to include Christmas lights &amp; trees (cllrs to liaise with Village Shop re delivery etc.). Lengthsman. Playground tender. Leases.</li> </ul>	
2507	Confidential matters	Members of the public/press were excluded from the meeting. No confidential matters were discussed.	

**The meeting closed at 9.07pm**

**Signed:**

**Cllr Trenchard (Chair)**

**Dated:**

**Signed:**

**Joanna Tester (Clerk)**

**Dated:**

## **APPENDIX A**

## **Winchester City Councillors' Oct 2023 Report**

### **Boomtown update**

We, the SDNP planning committee and the SDNPA Chair went along to Boomtown for a tour and meeting with the management team on the Friday afternoon of the event.

It's fair to say that we were all very impressed with the organisation and considerable effort that goes into managing an event of this magnitude.

There was one particular element of the event we questioned them on in a great deal of detail and it will be no surprise to know that that was the sound level monitoring and controls. We were given a presentation by F1 Acoustics, an expert independent company, which very much left us with the view that the arrangements for noise monitoring of the festival at the various offsite locations was continuous at all the locations. After further discussions post the event, in particular with Cllr Pain of Cheriton parish council, doubt began to creep in regarding the continuous nature of the monitoring and clarification was sought from officers in the environment department at WCC, who are responsible for the monitoring overall. As a result of this an email, extract below, was sent out to all present to clarify the true position and we felt this was worth sharing with the parishes to draw a line under any further misunderstanding.

"Boomtown's acoustic consultants...F1 Acoustics employed 2 teams to drive around and monitor the 9 locations surrounding the festival site throughout the periods of regulated entertainment, so each location is not monitored 'continuously' but F1 do continuously monitor.

F1 Acoustics do however, continuously monitor noise levels for the main stages. They have monitors at the 'front of house' mixing desks for each of the main stages, which did continuously relay live data to their porta cabin on site. This is monitored by Rob (and colleagues) of F1 Acoustics and where the noise levels at these locations were found to be above expected levels, on site staff would be deployed to liaise with the venue's sound engineer.

In addition to the above there was one continuous noise monitor was deployed by F1 Acoustics in Itchen Abbas.

WCC have a team of two officers to monitor sound levels at each of the 9 noise monitoring locations for each of the nights to provide additional rigour to audit levels against the Licence conditions. All noise levels taken by the WCC team were reported back to the onsite WCC team leader and where levels were found to be either close to, at or above the licence noise levels, together with the monitoring location, are immediately reported to Event Control and the F1 team, when F1 would take action to drop on site levels.

Of course, with 2 personnel and 9 locations, neither F1 nor WCC can be omnipresent at each location, but they would visit each of these locations and proactively triage their focus according to climatic conditions i.e. wind direction or in response to complaints received. After a compliant reading, they would move onto the next monitoring location, but if there was a high reading or even a breach, this would be reported to site and immediate action taken. This has been the approach for many years.

Whilst the ideal of having 9 monitors in fixed locations sounds like a good idea in principle, there are technical issues with the 4G coverage required and they would have to be located in accessible, secure places and we do sometimes come across other sources of noise which you can only detect in person e.g. a local wedding / pub noise etc. Staff also regularly go to other locations to assess the noise where complaints are received, in order to make a judgement as to whether the locations are representative and should be monitored in future years.

Boomtown are required to submit a noise report of the event, which will include all of their off-site readings and necessary actions taken. This will include all the data from the one continuously monitored site in Itchen Abbas.”

At a post-Festival “wash-up” meeting for local residents held in Cheriton on 18 Sep, the F1 rep present confirmed that interpretation as accurate, but assured attendees that their monitoring showed that there had been no breach of their license conditions. It was nonetheless clear that some residents’ lived experience through the Festival weekend was of sufficient volume and acoustic range to cause significant disturbance.

Consequently, the chair of the Winchester Licensing Committee has been requested to arrange a ‘teach-in’ for members of that committee to ensure they have a good working knowledge of the noise limits in terms of their real effect at distance from Matterley Bowl. We will also ask for wider circulation of the monitoring results from this year.

Concern has also been raised that the Festival’s Traffic Management Plan had little flexibility when faced with multiple incidents on the the M3 and A34 as the site emptied on the Monday. This resulted in gridlock across the City, with little use being made of alternative egress routes to the east.

There also appears to be a lack of confidence that the environmental mitigation measures applied across the Matterley Estate have sufficient positive impact to outweigh the potential damage caused by the event. A particular example was given of the count of some endangered bird species.

These concerns have also been discussed with the Chair of the SDNPA who agrees with the need to secure greater transparency across each of these aspects of the Festival’s activities before any future planning case is determined. But it also turns out that, contrary to popular belief, the South Downs is not the only national park to host a Festival: Kendal Calling, on the Lowther Estate in the Lake District National Park, and the Y Not Festival at Pikehall in the Peak District National Park have both been held annually for some years.

Neil Bolton & Jerry Pett  
Winchester City Council Ward Members for Upper Meon Valley

## **APPENDIX B**

## **Hampshire County Councillor’s Oct 2023 Report**

### **1.HCC financial planning this autumn**

The financial challenges facing the County Council, and local government nationally, are well documented. Each year, it costs more to deliver public services, but the money received from central Government and council tax increases is not enough to meet the extra costs, which results in a deficit. High inflation and growing demand for local services means that in the two years up to the 2025/26 financial year, the budget shortfall is expected to rise considerably to £132m, one of the biggest deficits the County Council has ever faced. Proposals this autumn set out options for how Hampshire County Council could close this budget gap and comes on top of over £0.6bn of spending reductions already delivered since the start of national austerity. Hampshire is in a better financial position than most other county councils, and while the Authority’s finances are stable until 2025/26, future stability relies on central Government fundamentally



changing the way that local government services are funded, or reducing what councils are legally required to deliver. In the absence of any immediate Government action in this regard, Hampshire County Council must plan on the basis of closing the budget gap itself, applying a combination of tactics to help balance the books, including changing and reducing services and delivering only those services which the council must legally provide. A final decision is to be made by the full county council in November. After this, some proposals may then be subject to further more detailed public consultation.

## **2. Transforming in-house nursing and specialist care**

A ten week public consultation is now underway on proposals that would see £173 million invested over the next five to six years to transform and expand the future of nursing and specialist accommodation directly provided by HCC for the county's growing older population. The proposals recommend concentrating on the delivery of specialist nursing care, complex dementia care and short-term support – to either prevent a hospital admission or support a hospital discharge, so ensuring care could be provided more cost effectively. The proposals include:

- building new nursing homes in Havant, Winchester and the New Forest
- modernising and expanding care at existing homes in Basingstoke, Aldershot and Emsworth
- withdrawing over time from the direct provision of residential care, with the closure of a number of the council's older homes.

More detail and a link to the consultation can be found at

<https://hampshirecc.welcomesyourfeedback.net/s/HCC-Care2023>. The consultation closes on 12 November 2023 with a final decision expected in February next year.

## **3. Countryside Services – Parish Pages**

Parishes, town councils and other local groups may find the Parish Pages page on the HCC website a useful source of countryside information, including opportunities for grants and funding, information about Parish Pollinators, becoming a Volunteer, Countryside Canines and a guide to rights of way for parishes and communities. In addition, the Definitive Map is useful in identifying and locating rights of ways - [www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap](http://www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap)

## **4. Increased payments to local residents hosting Ukrainian families**

The county council has announced that it will be paying an extra £200 per month to all Hampshire residents hosting Ukrainian guests as part of the Government's Homes for Ukraine Scheme, until the end of March 2024. This takes the monthly payment to £700, which is above the Government's current guidance for local authorities.

## **5. Funding to save the UK's rarest orchids**

Hampshire County Council has secured £98,000 funding from Natural England to help rare helleborine orchids to thrive. The conservation project aims to create protected habitats for the endangered plants at sites in East Hampshire. The Hampshire and Isle of Wight Wildlife Trust will take part in the project focusing on orchid preservation at a nature reserve east of West Meon.

## **6. Older Driver Awareness Week**

02 October marks the start of Older Driver Awareness Week. Hampshire County Council are running two webinars this week which may be of interest:

- Tuesday 3 October 2023 13.00 to 14.15 Register for 'Compensating for Ageing Effects on Driving'.
- Thursday 5 October 2023 10.00 to 11.15 Register for 'Is Your Driving as Safe as You Think It Is?'

## **7. New police stations for Hampshire**

The Police and Crime Commissioner for Hampshire and the Isle of Wight, Donna Jones, has announced a plan to open ten more police stations and front counters over the next eighteen months, with the aim of increasing police visibility and making them more accessible to the public. The number of police front counters will increase from 13 to 23, with new front counters in Cowes, Portsmouth Central, Park Gate, Petersfield, Totton, Ryde, Yateley, Eastleigh, Cosham and Gosport.

Councillor Hugh Lumby, Meon Valley Division [hugh.lumby@hants.gov.uk](mailto:hugh.lumby@hants.gov.uk)