



DRAFT MINUTES

West Meon Parish Council
04 Oct 2022; 7.30pm; West Meon Village Hall

PRESENT:

Cllr Trenchard (Chair); Cllr Adams; Cllr Waller; Cllr Edwards; & Cllr Gedye

In Attendance:

Mrs Joanna Tester (Clerk); Cllr Bolton (WCC; left 8.11pm); & Cllr Lumby (HCC/WCC; arrived 7.34pm; left at 8.11pm). There were no members of the public.

Meeting started at 7.30pm

Item No.	Item	Discussion & Decision	Action
2124	Acknowledgements	Councillors paused and remembered in silence the contributions of Phil Broadbridge and all other villagers who have passed away since the last meeting.	
2125	Apologies	Apologies received and accepted from Cllrs Nicholson & Silk	
2126	Disclosable pecuniary interests	None.	
2127	Requests for dispensations	None received.	
2128	Public questions & comments	Standing orders suspended for maximum 10 mins. No member of the public in attendance.	
2129	Resume standing orders	Agreed	

2130	District councillor's report & questions arising	<p>Report received (Appendix A).</p> <p>Questions from WMPC councillors:</p> <ul style="list-style-type: none"> • Locations of average speed traffic cameras on the A272 & A32? WCC cllrs confirmed that they are at both ends of each road. WMPC cllrs commented that it would be good for early data to be made public. • The street lamp by the butchers shop is permanently on. Who should it be reported to? WCC cllrs advised that the Clerk should report to HH via roads@hants.gov.uk (cc Paula Edwards & Cllr Lumby). • Will HCC or WCC be supporting clubs, such as the WM & Warnford Sports Club, with paying escalating energy bills? WCC cllrs confirmed that assistance would not be offered. 	Clerk
2131	County councillor's report & questions arising	<p>Report received (Appendix B)</p> <p>Question from WMPC councillors:</p> <ul style="list-style-type: none"> • Has a decision has been made about the continuation of the Lengthsman Scheme? Cllr Lumby advised that the scheme will continue until the end of the current financial year but no decision has yet been made for 2023/24. Negotiation with a potential contractor (worth circa £200k) is on-going. 	
2132	Police/PCSO report	No report received. Cllrs requested that the clerk make contact with the new PCSO.	Clerk
2133	Mins of previous meetings (06/09/22)	Agreed as a true record.	

2134	Clerk's progress report	<p>Parish Lengthsman Agreement Upcoming visits as follows:</p> <ul style="list-style-type: none"> • 20/10/22 • 15/12/22 • 16/02/22 <p>Cllrs to advise Clerk of work to be done for upcoming Oct 2022 visit. [UPDATE: Cllr Waller has already sent the worksheet for 20/10/22 to RP Gardening. Clerk asked for a copy to be e-mailed & also to be cc'd to all Lengthsman correspondence going forward.]</p> <p>Parish E-mail Distribution List Cllr Adams has included a request from the PC in the Oct edition of Parish News for villagers to send their e-mail addresses to the Clerk should they wish to be added to a distribution list for a weekly newsletter.</p> <p>SWR CCIF South Western Railway Customer and Communities Improvement Fund (CCIF) - Clerk looked into applying to assist with the upgrade of the children's play area. However, high level breakdown of project costs required, so not currently applicable. Unfortunately, SWR has confirmed that there is no guarantee that the fund will be offered next year.</p>	Cllr Waller
2135	Bank account	<p>Bank balance - £104,262.27 @ 30/09/22 (Cllrs will be provided with bank statements 142 (02 Sept 2022 to 03 Sept 2022) & 143 (04 Sept 2022 to 01 Oct 2022) as soon as they are available.</p> <p>The Clerk and Cllr Trenchard confirmed that neither has yet received account access.</p>	Clerk
2136	Handover audit	<p>Resolved: that the PC receives and approves the report created by its internal auditor, Fair Account, for the period 04/22 to 09/09/22, with the following recommendations:</p> <ul style="list-style-type: none"> • VAT due for refund at 09/09/22 of £1,361.85 to be claimed at month end • New bench (purchased 19/04/22) to be added to the PC's asset register • Standing Orders & Finance Regulations to be updated & approved before 31/03/23 • Unity Trust bank statements to be redirected to the new clerk. 	
2137	Conclusion of audit	<p>Resolved: that the PC approves the annual return, including the external auditor report & certificate for y/e 31/03/22.</p>	
2138	Internal auditor	<p>Resolved: that the Clerk investigates whether there are any contractual ties to the current internal audit arrangements &, if none, seek three quotes for services going forward, to be considered at the Nov 2022 PC meeting.</p>	Clerk

2139	Payment of accounts	<p>Mrs J C Tester Clerk's salary (Sept 2022) £363.45 NEST Clerk's pension £28.08 (Mrs J C Tester; Sept 2022) Mrs J C Tester Clerk's expenses (Sept 2022) £51.67 West Meon Village Hall £121.25</p> <p>Trade waste service 25% contribution [This will be paid as soon as the official invoice is received.] Homestart Hampshire £250.00 Grant (approved May 2022) Winchester City Council £130.00 Dog bin emptying Q2 P.Reynolds Internal audit (04/22 to 9/22) £335.00 Hilliers Strimming £50.00 PKF Littlejohn LLP £240.00 External audit (y/e 31/03/22) Parish Council of Durley £50.00 Planning training (Cllrs Trenchard & Edwards; 03/10/22)*</p> <p><u>In addition to payments listed on the agenda:</u> NEST Clerk's pension £71.69 (Mrs D Heppell; Sept 2022)</p> <p>*Clerk given permission to book onto the planning training session if it is offered again.</p>	Clerk
2140	Planning applications	<ul style="list-style-type: none"> • SDNP/22/04104/HOUS - 1 East End Cottages East End West Meon Petersfield Hampshire GU32 1LX. Demolition of conservatory; erection of two-storey side extension; new dormer in existing roof. [NO OBJECTION] 	Clerk
2141	Planning apps received after 28/09/22	None received	
2142	Planning decisions	The following decision was noted: SDNP/22/02980/HOUS - 4 White Cottages, East End, West Meon, Hampshire, GU32 1LU. Altered and replacement fenestration, 1st floor alterations and extension. APPROVED.	
2143	Planning WG	<p>No written report. The following updates were noted:</p> <ul style="list-style-type: none"> • VDS - no update. Cllr Waller to chase his contact re quote request. 	
2144	Planning training session	<p>Cllrs Trenchard & Edwards reported the following:</p> <ul style="list-style-type: none"> • Training was interesting and informative with a good trainer, but the over-riding impression given was that PC's had little influence over final decisions. • Cllrs asked about the lack of updates on reported enforcement issues. They were informed that there are currently very few enforcement officers and it is taking up to a year for reports to be followed up. 	

2146	Finance & Administration WG	<p>No written report received. The following updates were noted:</p> <ul style="list-style-type: none"> • WMPC draft leases - revised leases have been drafted for the Rifle club (RC) and the Village Hall (VH). Only the RC has so far been consulted. It has responded with details of issues including typos & other justifiable concerns. Cllr Edwards gave this feedback to the solicitors 03/10/22 & they have responded to the RC. Next RC meeting 14/10/22, after which it will respond with comments. Cllr Edwards to check over VH draft before sending to Chris Town. Third one (Sports Club) is waiting for resolution on boules initiative. The PC is awaiting official land registry & licence with LEA, and cannot finalise the leases until these are complete. • Co-option of WMPC member - cllrs to speak to potential candidate/s. 	<p>Cllr Edwards</p> <p>All cllrs</p>
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2147	Parking adjacent to Village GP surgery	<p>Cllr Waller addressed the meeting with the following background information/comments:</p> <ul style="list-style-type: none"> • the surgery covers an area of circa 200 sq miles and its patient demographic is typically of a high average age; • ten staff cars per day on average park on Doctors Lane. • Chris Millet (Estates Improvement Officer; WCC) has previously observed staff cars parked along Doctors Lane & served notice that going forward anyone parking there will be fined. If staff cars move to the surgery carpark it will have to close to the public; and • one solution may be to cut down trees adjacent to surgery boundary wall on grassed area & provide parking there, with WCC gifting the land. <p>Cllrs Lumby and Bolton responded as follows:</p> <ul style="list-style-type: none"> • WCC is not in a position to gift the land. The surgery carpark is frequently empty, as is the space reserved for a doctor. Surgery would have to pay itself for the purchase/tree work/groundwork; and • additional parking would be useful for all of WM; • surgery employees park on Doctors Lane to leave carpark free for patients, but this means that there is no parking on the lane all day; • space needs to be used more effectively; • it is WCC policy not to remove mature trees; • other solutions are being looked at e.g. piece of land further on; and • could drs park at VH and walk to surgery? <p>WMPC cllrs responded as follows:</p> <ul style="list-style-type: none"> • has the surgery spoken to WCC cllrs directly? [No.] • some parked vehicles in the village are left in one place for months on end; and • would it be Cllr Lumby's advice for the surgery to contact Cllr Bolton directly? [Yes.] <p>Cllrs Lumby & Bolton concluded the following:</p> <ul style="list-style-type: none"> • surgery needs to look at the whole problem & all possible solutions, including health practitioners using VH carpark; • WCC is looking at the specific parking needs of the residents; • important to have a holistic view, taking into account individuals and business in WM. <p>Resolved: that the PC has discussed the current issues with parking adjacent to the WM GP Surgery, and members agree that aside from feeding back to the surgery the outcome of the above discussions, there are no further actions to be taken at the current time.</p>
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2148	Reports & Issues	<ul style="list-style-type: none"> Winchester District Association of Local Councils - AGM Wednesday 5th October 1930 Hampshire ALC AGM & Conference 20 October [Cllr Trenchard may be able to attend.] WCC consultation on increase of taxi fares - deadline 12 October 2022 [NO COMMENTS] Flick Drummond MP Rural Crime Community Forum Meonstoke Village Hall 14 October 4pm [Cllr Edwards may be able to attend.] 	
2149	Date/time of next meeting	<ul style="list-style-type: none"> Tues 8th Nov 2022 at West Meon VH (Small Hall); 7.45pm. (Note revised date and time.) To discuss next meeting - Christmas trees; VDS; leases; Metis progress report (Cllr Trenchard to send contact info to Clerk). 	Cllr Trenchard/Clerk
2150	Confidential matters	No members of the public/press were present and there were no confidential matters to discuss.	

The meeting closed at 9.15pm

Signed:

Cllr Trenchard (Chair)

Dated:

Signed:

Joanna Tester (Clerk)

Dated: