



30th April 2023

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 7th May 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

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**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**

2701. To elect a Chairman for 2024/25.

2702. Delivery by the Chairman of Acceptance of Office form.

2703. To elect a Vice-chairman for 2024/25.

2704. Acknowledge the sad passing of any Villagers since the previous PC meeting.

2705. Apologies for absence.

2706. Declarations of Disclosable Pecuniary Interests on Items on the Agenda.

2707. To consider requests for dispensations.

2708. Standing Orders suspended for no more than ten minutes, to allow for public question time.

2709. Resume Standing Orders.

2710. To receive District Councillor's report (if available) and questions to District Councillor arising from report.
2711. To receive County Councillor's report (if available) and questions to County Councillor arising from report.
2712. Approval of the minutes of the previous meeting of the PC held 09 Apr 2024 & of the APM held 18 Apr 2024.
2713. Review of delegation arrangements to committees, sub-committees, staff & other local authorities.
2714. Review of the terms of reference for committees.
2715. To elect members to existing working groups:
- Planning - [currently Cllrs **Waller**, Trenchard & Silk]
 - Community, Housing & Recreation – [currently Cllrs **Waller** & Edwards]
 - Finance and Administration – [currently Cllrs **Edwards** & Thomson; with the latter supporting the Clerk with the NEST pension scheme]
 - Highways & Transport - [currently Cllrs **Waller** & Edwards]
 - Environment – [currently Cllrs **Waller**, Edwards, Silk & Gedye]
 - Communications – [currently Cllrs Waller & Trenchard; with Cllr **Silk** leading on PC website]
 - Flood Action Group - [currently Cllr **Gedye**]
2716. Review arrangements with other local authorities
Proposed: that the PC should approve the Lengthsman Scheme contract with Soberton PC (Lead Parish) for the period 01/04/24 to 31/03/25.
2717. Review representation on or work with external bodies, and arrangements for reporting back:
- West Meon Village Hall Committee - [currently Cllr Edwards]
 - West Meon & Warnford Sports Club - [currently Cllrs Waller & Edwards]
 - Rifle Club - [currently Cllr Edwards]
 - Hampshire Association of Local Councils (HALC) - [currently Cllr Trenchard]
2718. Review Community Liaison Representatives:
- Touchet Trust - [currently Cllr Edwards]
 - Footpaths and Rights of Way - [currently Cllr Silk]
 - Village Shop Committee - [currently Cllr Trenchard]
 - Bob Russell Trust - [currently Cllr Trenchard]
 - Neighbourhood Watch - [currently Cllr Gedye]
2719. Make arrangements with a view to the PC becoming eligible to exercise the general power of competence in the future.
2720. Determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.
2721. Parish Clerk's progress report (for information only).

2722. Bank account balance as of 30 Apr 2024 - **£87,836.05** (Cllrs will be provided with bank statement 168, 01 Apr 2024 to 30 Apr 2024 (**£36,620.09**; current account); and bank statement 08, 01 Apr 2024 to 30 Apr 2024 (**£51,215.96**; savings account) as soon as they become available.)

2723. Payment of Accounts for Apr 2024:

Payee	Description	Amount (£)	Chq No/BACS Ref
Mrs J C Tester	Clerk's salary & mileage claim (Apr 2024)	£609.35	Paid by SO
NEST	Clerk's pension (Apr 2024)	£60.32	Paid by DD
Mrs J C Tester	Clerk's expenses (travel to WM for APM 18/04/24; & delivering VDS hard copy	£14.22	To be paid by BACS
West Meon Village Hall	Hall hire Apr 2024	£18.00	To be paid by BACS
West Meon & Warnford Sports Club	Hall hire & refreshments for APM Apr 2024	£135.00	To be paid by BACS
WCC	Playground inspections – Recreation Ground & Meonwara	£109.90	To be paid by BACS
WCC	Dog bin emptying Q4 2023-24	£130.00	To be paid by BACS
HCC	Lighting maintenance & energy costs	£tbc	To be paid by BACS
HALC	HALC affiliation fees 2023/24 & NALC levy 2024/25	£372.00	To be paid by BACS
HMRC	Tax & NI for Q4 2023/24	£432.20	Paid by DD
Arthur J. Gallagher Insurance Brokers Limited.	Additional insurance premium (for additional playground equipment)	£281.21	Paid by DD 18/04/24
Wicksteed Leisure	New cradle swing seats x2 & shackles, bolts & pins	£413.52	To be paid by BACS

2724. Planning Applications

- SDNP/24/01428/HOUS - 1 Stones Yard, West Meon, GU32 1AR. The addition of 2 windows into the loft space - one conservation rooflight to the north elevation and one small, frosted window to east elevation.

2725. To discuss any planning applications that are received after 30/04/24 and require consideration at this meeting.
2726. Planning Decisions - none received to date.
2727. To receive a report from the Planning Working Group.
2728. To receive a report from the Community, Housing & Recreation Working Group, to include items for Parish News.
2729. Bench for New Play Area
Proposed: that the PC purchases a new, recycled plastic (eco-friendly and low maintenance) 3-seater bench to be sited near to the new play equipment. Councillors will be provided with details of three possible benches/suppliers before the meeting.
2730. Annual Play Inspection Reports
Proposed: that the PC receives the annual play inspection reports for equipment at WM Recreation Ground and Meonwara, and agrees upon a course of action to address issues raised in these reports.
2731. To receive a report from the Finance and Administration Working Group.
2732. Financial Regulations - Update
Proposed: that the PC approves the updated Financial Regulations (councillor will be provided with a draft copy and details of amendments made as soon as the NALC Model Finance Regs are available).
2733. To receive a report from the Flood Action Group.
2734. Flood Risk Report
Proposed: that the PC considers quotations for carrying out flood modelling, options testing and consultation on the section of the River Meon that runs through West Meon, and selects a preferred contractor. [Cllrs to note that a majority of Parishioners at the APM were in support.]
2735. Reports & Issues (for information only):
- The PC has been informed by the land owner that footpath 13 will be closed w/c 13/05/24 to allow for the safe felling of 13 ash trees alongside the footpath on the embankment.
2736. Date and place of next meeting (Tues 4th June 2024 at West Meon VH; 7.30pm).
2737. To exclude members of the public and press from Confidential Matters to be discussed.