

**Parish Council Meeting
Held at East Meon Village Hall on
Monday 17 November 2025 at 18:30.**

Minutes

Present: Councillors Matt Atkinson (Chair), Charles Ritchie (Vice Chair), Steven Ridgeon, Trudie Lang, Tom Tyrwhitt-Drake, Chris Brooker and Simon Sharp.

Robert Mocatta (District/County Councillor)

Sam Marchant (Clerk)

Two members of the public plus Peter Taylor (Environment Agency) and Andy Roberts (Consultant) in relation to the Potential River Meon project (Item 5).

1. Apologies for Absence

Apologies had been received from Cllr Sarah Round.

Cllr Jerry Sillence was not in attendance.

2. To receive any declarations of personal or prejudicial interest

No declarations were made.

3. Approval of Minutes

To approve the minutes of the meeting held on 15 September 2025

The Chair asked Councillors to consider whether the minutes were a true record. Councillors who had attended the meeting confirmed that they were accurate.

Proposed by Cllr Ritchie

Seconded by Cllr Tyrwhitt-Drake

Approved and signed by the Chair

4. Open Forum: for residents to raise any concerns

None were raised.

5. Potential River Meon project: Introduction to possible new flow-splitter in The Cross – Peter Taylor (Environment Agency) and Andy Roberts (Consultant)

Proposal to improve the function of the flow splitter at The Cross bridge, focusing on the river's ecology and flood management. With the assistance from Meon Valley partnership, the project had been in planning for some years.

Plans included replicating the vegetation and natural processes introduced to the river on the sections further up and down the river. The stretch in question had become devoid of life and habitat.

Concerns were discussed about the current state of the river and potential flooding issues if changes were made. Assurances were made that if there were any changes to the efficiency of the river these would be positive.

Costs for the project were substantial, and funding was to be investigated with CIL funding being an option. Application for funding would be the responsibility of the Wessex River Trust.

All Councillors express support in principle for the project.

Further consultation with residents immediately neighbouring the stretch of river would be conducted by the Wessex River Trust.

6. Councillor Responsibilities: to appoint

Cllr Sharp was appointed the following responsibilities:

Trees & Hedges

Footpaths & BOATs

Grant Opportunities

7. Finance & Admin

- a) Finance Actuals vs Budget and list of Payments & Receipts report (9 September – 11 November): to approve (Appendix A)

The report was unanimously approved by Councillors.

- b) Proposed Budget and Precept for 2026/27: approval

The RFO presented the proposed budget for 2026/27 which was approved by Councillors.

A 2% increase, to the total of £35,216.52 for the Precept was agreed, taking into consideration current reserves and planned projects.

8. Reports and Updates

- a) Fingerpost (CR)

Cllr Ritchie said that works were due to begin in the new year.

To be included in the MM.

(TL/CR)

- b) Allotments (TL)

Cllr Lang reported the allotment fees had mostly been collected, with one plot to be filled.

(TL)

- c) Lengthsman: to note works completed and call for jobs (TL)

Jobs to be included on the worksheet were:

Clean road signs

Trim the Frogmore car park hedge

Clear leaves on Coombe Road corner

Clear leaves along the path between Glenthorne and Hill View.

Scrape back weeds growing on the road at Anvil Close.

In regard to the War Memorial, Cllr Lang thanked all that helped with tidying it in preparation for Remembrance Sunday. She had noticed that the stone had become green in places and would need a clean.

Cllr Lang and the Chair to organise cleaning and for the War Memorial to be on the January agenda to include replacement of fencing posts.

(TL/MA)

- d) CIL Projects working group (TTD)

Cllr Tyrwhitt-Drake reported that the working group had met, and ideas were progressing with replacement of both playgrounds and repair to Glenthorne wall being discussed.

Next steps were to gather costs and advice.

(TTD)

e) Village Hall (CB)

Cllr Brooker reported that there had been no recent changes, focus remained on redesign and funding. He said that he would be attending the Village Hall Committee AGM on Wednesday 19 November. (CB)

f) Roads & Traffic: to include traffic/speeding through the village (MA)

The Chair reviewed the circulated design plans for a potential village entrance gateway on the Clanfield Road and rubber curbing to narrow the entrance of Workhouse Lane from the West Meon road.

All Councillors were in favour of the road narrowing but not for gate on Clanfield Road. The Chair would continue to liaise with Highways and report progress at the January meeting.

The Chair had previously proposed a Speed Indicator Device on the Petersfield Road however the current post opposite the old schoolhouse was considered unsuitable due to the disturbance this could cause. He would continue to investigate siting a post in an alternative position. (MA)

g) Footpaths & BOATs: to include metal kissing gate for approval (MA)

The report produced by the Footpath Warden, Brian Biggs, had been circulated prior to the meeting. The Chair thanked him for all his efforts in keeping the pathways in good order.

A proposal for the purchase of a kissing gate to replace a last remaining wooden stile was put forward. Cllr Mocatta assured Councillors that this would be a project in which he would like to fund through an EHDC Cllr grant. Two further stiles were identified as potential replacement by kissing gates.

It was agreed that funding through the EHDC Cllr grant for three kissing gates would be applied for and that Cllr Sharp and Brian Biggs would liaise with Countryside services. (SS/BB)

h) Environment & Nature (SR)

Cllr Ridgeon informed Councillors that SDNPA volunteers and rangers had carried out their annual vegetation clearance of the Meon River along the Highstreet stretch. Next year there were hopes residents may take part also with an official announcement to be made at the APA in April. (SR)

9. Matters Arising

a) Play Equipment Inspection Report: agree actions (SRound)

The ROSPA report showed mainly low and very low risk factors at both playground sites. Small repairs and maintenance would be actioned accordingly. (SRound)

b) All Sports Pavilion Structural Building Survey: receive/approve quotation (CR)

Cllr Richie presented the quotations obtained for a Structural Building survey following advice from EHDC. Councillors agreed to proceed with the lower of the two quotes. Cllr Ritchie would inform the surveyor to go ahead. (CR)

- c) Football Club Agreements: review/approval (CR)
 Cllr Ritchie reported that the Swanmore Under 14s team had asked to continue to play on Saturday mornings for the rest of the season following their successful trial at the pitch. Both football teams had met and come to an agreement regarding grass cutting and line painting.
 A formal agreement between the Council and the Swanmore Football Club had been drafted and once finalised this would be issued for signing.
 Storage options were discussed and would be included in Pavilion refurbishment.
 The Football Foundation inspection was discussed however it was felt that this was not required at this time. (CR/MA)
- d) Robotic Mower (CR)
 Cllr Ritchie informed Councillors that he, along with the Chair and Cllr Tyrwhitt-Drake, had met with a representative from WGM to explore a robotic mower as an option.
 Councillors agreed that this was not an option that would be taken any further at this time. (CR)
- e) Bench for All Sports Court: approval (CR)
 Cllr Richie informed Councillors that he had been approached by a resident who had asked whether a bench could be added in the All Sports court.
 Councillors agreed that residents would be asked to donate a bench which would then be secured at the court. Cllr Lang to include in her report for Meon Matters. (CR/TL)
- f) SDNPA Draft Active Network Plan (SR)
 Cllr Ridgeon introduced the consultation and asked all to review and provide their feedback to be submitted.
 The Chair stated his feeling that horse riders were not viewed as favourably as walkers and cyclists by SDNPA. (SR)
- g) SDNPA CIL Call for Projects 2025-26: note open until 31 March 2026
 Noted that the funding opportunity are open until 31 March 2026.
- h) Litter Pick: note plans (JS)
 No update available due to Cllr Sillence being absent from the meeting. (JS)
- i) APA Speaker: receive suggestions (MA)
 Options were discussed, Cllr Lang agreed to organise a speaker. (TL)
- j) Future Car Park Refurbishment: approval of purchase of scalping's (MA)
 The Chair asked Councillors to consider purchasing a load of scalping for temporary repairs to car parks and footpaths when needed.
 Councillors agree that materials be purchased to the cost of £650.
 Charging for parking to be added to the January agenda. (MA)

- k) HCC 67 Bus: to comment (RM)

The Chair informed all present that the 67 bus was currently being rerouted and unable to service the village for three weeks whilst roads works were taking place. Unfortunately, there was no way the bus could access the church therefore the Petersfield School had supplied a minibus for students whilst the closure was in place.

Cllr Mocatta introduced the current consultation and encouraged all to submit their views.

(RM/MA)

- l) Hampshire County Council Budget Consultation to 2026/2027: to comment

Councillors were informed of the consultation and asked to submit their comments.

10. County/District Councillor Report: Cllr Mocatta

Cllr Mocatta's report had been circulated in advance.

11. Planning Report by Chair of the Planning Committee (SR)

Cllr Ridgeon presented the Planning Committee report which had been circulated prior to the meeting. (Appendix B)

12. Items for the next agenda

APA Speaker

Car park voluntary payment

Carbon zero village working group (March meeting) (TL)

Flagpole repair

13. Next meeting: Monday 26 January 2026 at 18:30.

There being no further business the meeting was closed at 20:45

Signed:

Date:

EMPC Finance Report

Nov-25

Below is a summary of Actual vs Budget 2025/2026

Summary of Cost Centres - Payment

	Actual	Budget	Variance
Administration	£ 13,891.90	£ 21,117.32	£ 7,225.42
Capital/Improvements	£ -	£ 4,000.00	£ 4,000.00
Defibrillators	£ 525.00	£ -	-£ 525.00
EHDC Cllr Grant	£ 150.00	£ -	-£ 150.00
FM Car Park	£ -	£ -	£ -
FM Allotments Water	£ 258.26	£ -	-£ 258.26
Grants/Donations	£ 600.00	£ 900.00	£ 300.00
Kews Meadow	£ 4,884.89	£ 3,760.00	-£ 1,124.89
Parish Land	£ 5,627.50	£ 9,350.00	£ 3,722.50
Play Equipment	£ 554.00	£ 1,700.00	£ 1,146.00
WH Lane Allotments	£ -	£ -	£ -
CiL Monies	£ 11,669.00	£ 69,792.96	£ 58,123.96
Total	£ 38,160.55	£ 110,620.28	£ 72,459.73
VAT	£ 1,419.52		

Summary of Cost Centres - Receipts

Bank Interest	£ 2,675.21	£ 2,000.00	£ 675.21
Defibrillators	£ 525.00	£ -	£ 525.00
Precept	£ 34,526.00	£ 34,526.00	£ -
EHDC Cllr Grant	£ 150.00	£ -	£ 150.00
Grants (Other)	£ -	£ -	£ -
CiL Monies	£ 34,255.16	£ -	£ 34,255.16
FM Car Park	£ -	£ 400.00	-£ 400.00
FM Allotments	£ 300.00	£ 360.00	-£ 60.00
WH Lane Allotments	£ 375.00	£ 450.00	-£ 75.00
All Sports Pavilion Income	£ 940.00	£ 1,000.00	-£ 60.00
Total	£ 73,746.37	£ 38,736.00	£ 35,010.37
VAT	£ 2,413.88		
Total CiL Monies Held to date	£ 72,174.36		

Bank Account Balances 11/11/2025	
HSBC Current	£ 2,098.44
HSBC Bussiness	£ 54,841.02
HSBC Money Market - Fixed 1 Year	£ 40,000.00
HSBC Money Market - Fixed 6 Months	£ 10,000.00
Unity Trust Current	£ 422.80
Unity Trust Instant Access	£ 14,814.69
Total	£ 122,176.95
CiL Monies	£ 72,174.36
Reserves Total	£ 50,002.59

Appendix A

Payments 9 September - 11 November 2025

Organisation	Amount	Date Paid
Neil Hunt - The Green Path	£ 5,000.00	11/09/2025
EMVH - Meeting Room Hire	£ 155.00	12/09/2025
Neil Hunt - The Green Path	£ 3,000.00	12/09/2025
QLS - FB Pitch Grass Cutting	£ 510.00	15/09/2025
QLS - Parish Land Grass Cutting	£ 1,932.00	15/09/2025
EMVH - Playground rent	£ 30.00	16/09/2025
Southern Electric - All Sports Pavilion	£ 43.70	18/09/2025
Sam Marchant - 3 x Poppy Wreaths	£ 59.97	23/09/2025
Home Start Butser - Donation	£ 200.00	25/09/2025
EMVH - Meeting Room Hire	£ 10.00	25/09/2025
Sam Marchant - Clerk Salary	£ 856.04	30/09/2025
HMRC - PAYE	£ 36.80	30/09/2025
HMRC - Employer NI	£ 71.38	30/09/2025
Unity Trust Bank - Bank Charge	£ 6.00	30/09/2025
Aztec - Laptop Back up	£ 24.83	02/10/2025
Parish Online - Subscription	£ 60.00	02/10/2025
Defib4life - Battery	£ 504.00	03/10/2025
HugoFox - Email Accounts	£ 20.99	06/10/2025
Stuart Powney - Caretaker	£ 52.50	06/10/2025
Chris Smith - Mowing	£ 173.25	08/10/2025
Southern Electric - All Sports Pavilion	£ 43.70	20/10/2025
ICO - Subscription	£ 47.00	21/10/2025
CPRE - Subscription	£ 60.00	21/10/2025
Sam Marchant - Clerk Salary	£ 856.04	31/10/2025
HMRC - PAYE	£ 36.80	31/10/2025
HMRC - Employer NI	£ 71.38	31/10/2025
Unity Trust Bank - Bank Charge	£ 6.00	31/10/2025
Stuart Powney - Caretaker	£ 17.50	04/11/2025
Aztec - Laptop Back up	£ 25.79	05/11/2025
SLCC Membership	£ 190.00	05/11/2025
Defib Warehouse - Pads	£ 126.00	05/11/2025
Malcolm Farrow - Flag	£ 60.26	06/11/2025
Castle Water - FM Allotment Water	£ 201.84	10/11/2025
QLS - FB Pitch Grass Cutting	£ 306.00	11/11/2025
QLS - Parish Land Grass Cutting	£ 1,380.00	11/11/2025
ROSPA - Play Equipment Inspection	£ 628.80	11/11/2025
Chris Smith - Mowing	£ 192.50	11/11/2025
Total	£ 16,996.07	

Receipts 9 September - 11 November 2025

EM Vets FB Team	£ 500.00	16/09/2025
HSBC - Bank Interest	£ 45.57	22/09/2025
EHDC - Precept	£ 17,263.00	29/09/2025
Unity Trust - Bank Interest	£ 83.54	30/09/2025
AFC Swanmore FB Team	£ 50.00	06/10/2025
CT - Defib Battery	£ 420.00	07/10/2025
Allotment Rent	£ 585.00	07-19/10/2025

Appendix A

HSBC - Bank Interest	£ 47.35	22/10/2025
SDNPA CiL Monies	£ 13,550.40	23/10/2025
Allotment Rent	£ 90.00	24-/10-07/11/2025
Bowmen of Petersfield - Hire	£ 100.00	31/10/2025
CT - Defib Pads	£ 105.00	06/11/2025
Total	£ 32,839.86	

Planning Applications since previous Parish Council Meeting

Ref Number	Address	Application for...	PC comment(s)
SDNP/25/03263/HOUS	Hockham Cottage, Coombe Road	Replacement of existing 2no 40m communications masts with 1no 55m communications mast, antennas and associated development	No objection + comments
SDNP/25/03272/APNB	Land North West of Bottom Cottage, Gravel Hill	Prior Notification to create a drive through wash bay to clean a trailer	No objection
SDNP/25/03471/LDE	Lower Farm, Clanfield Road	Lawful Development Certificate for Existing Use - B2 General Industrial.	No objection + comments
SDNP/25/03714/TPO	20, Glenthorne Meadows	Various tree works	No objection + comments
SDNP/25/03628/LIS	Glenthorne, High Street	Listed Building consent - re-roofing and repairs	No objection + comments
SDNP/25/03768/HOUS	Petersfield Lodge, Winchester Road	Single storey side extension including non-habitable basement	No objection + comments
SDNP/25/04258/TCA	Farriers, High Street	Diseased Ash - Fell	No objection + comments
SDNP/25/03981/HOUS	Coombe Cross House, Coombe Road	Erection of a two-storey extension and link to existing outbuilding, amendments to fenestration.	No objection
SDNP/25/03862/TPO	22, Leydene Park	Sycamore trees; Crown reduction.	No objection

Planning Appeals in progress

Appeal address	Application under appeal	Date of appeal	Status
Parsonage Barn, Oxenbourne Lane	Change of use of land to equestrian use consisting of the formation of a new access and sand gallop track around the perimeter of the field.	Aug 2023	In progress
Riplington Barn, West Meon Road	Conversion and re-use of redundant agricultural building as a dwelling	April 2025	In progress