

Stedham with Iping Parish Council

Chair: Simon Barnard

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

website: <http://www.stedhamwithiping-pc.gov.uk>

MINUTES: Meeting of Stedham with Iping Parish Council - No. 11/Year 4/19-23

Held on: Thursday 9th February 2023 7:00pm at Stedham Memorial Hall

Present: Simon Barnard (Chair)
Amanda Hollingshead
Ruth Cooper
Hannah Burton
Jessica Simon

In attendance: 1 member of the public

(**Note:** Unless otherwise stated voting on decisions/resolutions is unanimous)

1. **APOLOGIES FOR ABSENCE:** Neil Read, Terry Stevens
2. **MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meeting on 12th January 2023 for signature. Chair signed minutes for 12th January and 8th December, latter minutes approved at meeting on 12th January.
3. **DECLARATIONS OF INTERESTS:** Members of the Council each confirmed there had been no change in their Register of Interests.
4. **REPORT FROM CDC AND WSCC**
 - 4.1. Judy Fowler, CDC – Copy of report attached. It was confirmed residents of the parish could comment on CDC Local Plan despite being within SDNPA's planning authority.
 - 4.2. Kate O'Kelly, WSCC – Copy of report attached. **ACTION:** KO'K to arrange meeting between WSCC Highways and Council, preferred day/time is Wednesday afternoon.
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
See item 8.3 for discussion
6. **FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)**
 - 6.1. Copies of Budget Status and Financial Summary are attached.
 - 6.2. **SIPC resolved to approve** the following items for payment/expenditure

Date	Who	What	Gross	VAT	NET
15/02/2023	Morag Birch	December Pay (Clerk) (£10.98/hour)	£ 307.44	£ -	£ 307.44
15/02/2023	Morag Birch	December Pay (RFO) (£10.98/hour)	£ 131.76	£ -	£ 131.76
15/02/2023	Morag Birch	December Expenses (Clerk)	£ 2.79	£ -	£ 2.79
15/02/2023	Morag Birch	January 2023 Pay (Clerk) (£10.98/hour)	£ 307.44	£ -	£ 307.44
15/02/2023	Morag Birch	January 2023 Pay (RFO) (£10.98/hour)	£ 131.76	£ -	£ 131.76
04/01/2023	Mulberry and Co	2 x Training Courses	£ 102.00	£ 17.00	£ 85.00
06/02/2023	Playsafe Playgrounds Ltd	Remedial Works Quote 40222	£ 1,260.00	£ 210.00	£ 1,050.00
06/02/2023	Zurich Insurance	Annual Premium 20/02/23 - 19/02/2024	£ 770.90	£ -	£ 770.90
06/02/2023	Business Stream	Allotment Water Supply	£ 76.20	£ -	£ 76.20
06/02/2023	Neil Shuff, Detailed Works	Repair of bench next to A272	£ 760.00	£ -	£ 760.00
09/02/2023	defibshop	AED Battery	£ 286.20	£ 47.70	£ 238.50
06/02/2023	MH Kennedy & Son Ltd	Grounds Maintenance £468(exc VAT)/month x 10 months (Quote for 2023-24)	£ 5,616.00	£ 936.00	£ 4,680.00
06/02/2023	Midhurst Area Cycling	Grant Application	£ 50.00	£ -	£ 50.00

Request from Stedham Memorial Hall for funding was rejected on the basis that SIPC's funding is only available for specific projects or activities and for specific amounts. A key requirement is that the applicant demonstrates the need for funding and identifies the beneficiaries within the parish.

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- 6.3. Website update – **ACTION:** Clerk/JS to arrange workshop to review use and discuss improvement of the website content and format.
- 6.4. **SIPC resolved not to fill** the current vacancy for a Councillor and to wait for the election on 4th May 2023 prior to which all existing Councillors and any new applicants who wish to stand will need to complete the required nomination process. **ACTION:** Clerk to post notice as required. **ACTION:** Clerk include article in March Newsletter explaining nomination and election process and need for additional councillors.
- ACTION: All** – please note content required for March issue of newsletter as soon as possible. Clerk to arrange meeting to discuss/agree content and layout. Include photos of recent improvements.

7. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER).

- 7.1. Planting cherry trees in the Common View paying field. **ACTION:** HB to provide plan of planting locations to Clerk who will submit to WSCC. RC to confirm plan for delivery of trees. New lease allows for inclusion of upto 3 picnic tables on the CV play area. **ACTION:** AH to price suitable tables.
- 7.2. Children's play areas inspected and in good order. New battery for AED on order - awaiting delivery.
- 7.3. It was agreed to loan out AED training equipment to Heyshott. **ACTION:** SB

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1. ANZAC Day(25th April 2023)/ Holbrook Memorial Activity – **SIPC resolved to establish contact** with town in NSW, Australia named after Commander Holbrook to mark ANZAC day. **ACTION:** AH to ask school if they would like to be involved. SB to find out contact details for local government officials.
- 8.2. Phase 3 Playground Development – **ACTION:** Clerk to arrange meeting as soon as possible.
- 8.3. KC3 Coronation Celebration – SB sent email on 23rd January to various parties asking for support to organise an event to mark the coronation of King Charles in May this year. There has been one response, from the WI, to date. HB confirmed SSA would probably not have the resources to support the event. Subsequent to general discussion, including Chair of Stedham Memorial Hall, the following items were agreed:
- 8.3.1. Date for event Sunday 7th May from 2:00pm to late evening. (Coronation on 6th May, additional Bank Holiday on 8th May)
- 8.3.2. Format will be Garden Party themed event with side events including Dog Show, some children's games, an Open Gardens/Art trail.
- 8.3.3. Continue events into the evening including food, drinks and music. **ACTION:** HB to ask whether SSA would be able to provide a not for profit bar.
- ACTION:** SB, Clerk arrange Working Party meeting for 20th February from 7:30 to 8:30pm
- 8.4. BT fibre installation – closure of The Street from 13th to 20th February is related to installation of fibre broadband.
- 8.5. Parish improvement:
- 8.5.1. Bench at A272 completed
- 8.5.2. **ACTION:** AH, Clerk to investigate suitable benches and fixings for replacement for bench at Common View Notice Board and someone to install.
- 8.5.3. **ACTION:** Clerk to follow up fitting-out of Stedham telephone box
- 8.5.4. **ACTION:** Clerk to follow up query about gate situated at the end of the footpath coming from Stedham to Iping bridleway number 1132, including feedback from WSCC
- 8.6. Afternoon Tea Club – Eight people turned for the tea on January 12th, probably due to terrible weather. **ACTION:** HB reschedule to later time and different day, change venue to SSA for provision of parking, advertise for Retirees. Schedule next event on 14th March 3:30 to 6:00pm, which will be either free or locally sponsored.
- 8.7. Winter Action Plan – **ACTION:** SB to follow-up later this year.
- 8.8. Action List – **ACTION:** All to review and update.

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9. PLANNING COMMITTEE(SIMON BARNARD)

9.1. Update on Wispers/St Cuthmans – The council noted that following the public meeting held by the developers in December, a formal planning application has not been forthcoming. The council further discussed the development as it was presented and reiterated their list of concerns:

9.1.1. The site has significant access issues that would impact the local area during construction and in occupation

9.1.2. The enabling development looked out of character with the surrounding landscape and did not include any meaningful environmental benefits to the area.

9.1.3. The lack of funding for the works to the listed buildings raises concerns over the financial stability of the scheme.

9.1.4. The absence of any affordable housing was seen as detrimental to the parish

9.1.5. The scheme did not link into the wider community so would become a outsiders enclave

9.2. SDNP/22/05548/HOUS

Location: Eldon School Lane Stedham West Sussex GU29 0NY

Proposal: Demolition of single garage. Single storey side extension. Removal of conservatory and new extension with flat roof over to form new bedroom.

Support: The Council considered the development will enhance the appearance of this section of Common View

10. DATE OF NEXT MEETING:

10.1. SIPC – 9th March 2023 @ 7:00pm in Stedham Memorial Hall

Conclusion 9:20pm

CHAIR:..... **DATE:**.....

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Action#	Description	Responsible	Date Raised
1	Arrange meeting between WSCC Highways and Council, preferred day/time is Wednesday afternoon	KO'K	09/02/2023
2	Arrange workshop to review use and discuss improvement of the website content and format.	Clerk, JS	09/02/2023
3	Post notice re. not filling current vacancy for Councillor	Clerk	09/02/2023
4	Article in March Newsletter explaining nomination and election process and need for additional councillors	Clerk	09/02/2023
5	Provide plan of planting locations of Cherry Trees in CV playground Submit plan to WSCC. Confirm plan for delivery of trees.	HB Clerk RC	09/02/2023
6	New lease allows 3 picnic tables on the CV play area. – get prices for suitable tables	AH	09/02/2023
7	New battery for AED on order - awaiting delivery	Clerk, AH	09/02/2023
8	Loan out AED training equipment to Heyshott.	SB	09/02/2023
9	Mark ANZAC Day wrt Commander Holbrook day. Ask school if they would like to be involved. Find out contact details for local government officials.	AH SB	09/02/2023
10	Phase 3 Playground Development –_arrange meeting as soon as possible	Clerk	09/02/2023
11	KC3 Fair Ask whether SSA would be able to provide a not for profit bar. Arrange Working Party meeting for 20 th February from 7:30 to 8:30pm	HB Clerk	09/02/2023
12	Investigate suitable benches and fixings for replacement for bench at Common View Notice Board and someone to install.	AH, Clerk	09/02/2023
13	Follow-up up fitting-out of Stedham telephone box	Clerk	09/02/2023
14	Follow up query about gate situated at the end of the footpath coming from Stedham to Iping bridleway number 1132, including feedback from WSCC	Clerk	09/02/2023
15	Reschedule Tea Club to later time and different day, change venue to SSA for provision of parking, advertise for Retirees. Schedule next event on 14 th March 3:30 to 6:00pm, which will be either free or locally sponsored.	AH, SB	09/02/2023
16	Winter Action Plan –_follow-up later this year.	SB	09/02/2023