

Stedham with Iping Parish Council

Chairman: Lucy Petrie
Clerk: Morag Birch
email: clerk@stedhamwithiping-pc.gov.uk
website: <http://www.stedhamwithiping-pc.gov.uk>

MINUTES: SIPC Meeting of Stedham with Iping Parish Council - No. 7/Year 4/15-19
Held on: Wednesday 16th January 2019 7:30pm at Stedham Memorial Hall

Present: Lucy Petrie(Chair)
John Wheelhouse
Martin Perry
David Edmondson
Olia Mitskevich
Simon Barnard
Ruth Cooper

In attendance: Approximately 20 parishioners

The Openness of Local Government Bodies Regulations are in force, giving a right to members of the public to record(film, photograph and audio-record) and report on proceedings at meetings of the Council and its Committees. The Council will make a recording of the meeting which will be made available on the website

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

1. **APOLOGIES FOR ABSENCE:** Anthony Grocott (Email seen after meeting)
2. **MINUTES OF PREVIOUS MEETINGS:** Minutes for SIPC Meeting 4th December 2018 were reviewed and signed
3. **DECLARATIONS OF INTEREST:** None
4. **REPORTS FROM CDC (CAROLINE NEVILLE) AND WSCC (KATE O'KELLY).**
 - 4.1. Kate O'Kelly – Copy of report attached
 - 4.2. Caroline Neville – Main points as follows:
 - British Heart Foundation: First responders training is available – contact name/number provided. Also, Lodsworth Local Care do training sessions in the village so it's possible they could provide training for a relatively small donation. **ACTION: Clerk** to follow-up
 - CDC are reviewing Budget savings but Band D Council Tax will be increasing by £5
 - Police have arrested the ringleader of car break in gang and hope this will reduce/stop car thefts for a while. They are increasing their numbers by 5.
 - Discussions opened again with regard to possible help from Highways England to improve the A27, despite an email from them saying there was no money.
 - Free health checks are available on the NHS for 40-74 year olds. Ask at the Doctors surgery
5. **CHAIR'S REPORT(LUCY PETRIE)** – Copy of report attached:

Re: Issue of missing reflectors on south side of A272: Kate O'Kelly had also queried with the Highways Engineer who confirmed an inspection would be carried out and report issued on required actions.

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6. NEIGHBOURHOOD PLAN (JOHN WHEELHOUSE)

6.1. **SDNPA Local Plan** – JW attended hearing on 5th November 2018, main points as follows:

- The Inspector stressed that he was not interested in land ownership but in land use and the probability of proposals being realised
- Owners of the Sawmills site objected to proposals in both Local and Neighbourhood Plans with regard to inclusion of 1500sqm of commercial units which would be difficult to sell. They considered the only financially viable proposal would be 100% housing. They also objected to the current proposal for a bio-diversity gap.
- Officers from the Planning Department confirmed that both Local and Neighbourhood Plans included starter units and small live/work units upto a total of 1500sqm and these were much easier to sell. They confirmed that Natural England had approved the current proposal with regard to the bio-diversity space.
- Key message is that SIPC/SDNPA need to demonstrate that the proposals can be delivered and to this end a design brief will be required for the approval stage to challenge any appeal raised by the land owners. A decision needs to be made as to best way forward:
 1. SIPC, SDNPA and existing owners (if willing) combine to fund/produce the design brief
 2. Ask the CT (Community Trust, previously Community Land Trust), who already have funding for appropriate consultants, to produce the design brief. The CT which is in the process of being registered and will be able to prepare sites for procurement of either housing or other community uses on behalf of the 3 parishes involved. There will not be a direct link between the Trust and Council, but the latter could establish a voice on the Trust either as a member of the board or the Trust. The CT will be appointing board members over the next few weeks.

6.2 Neighbourhood Plan

- Providing there are no further, significant objections before the 1st February compared to previous consultations, the Examiner appointed by SDNPA will start to look at the legality of the proposals starting 11th February and should finish in about two weeks. (Note: The examiner will only ensure the NP meets all legal requirements and not comment on the suitability of sites). The result should be available sometime in March. Subject to completion of any changes required to conform with findings from the Examiner the Plan then goes to a referendum, the date of which will be fixed by the SDNPA.

7. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC:

7.1. Caroline Douglas reported cost of display cabinet for PC gavel and block would be £280. Request was made for Council to increase their donation from the previously agreed sum of £50. The SSA will be making a contribution and the representative of Stedham Memorial Hall also agreed to make a contribution. Comments from Parishioners present indicated that requests for individual donations would be well received.

It was resolved that the SIPC would consider increasing their donation if there was a shortfall in funds after a local collection. CD to organise collection and advise PC of outcome.

7.2. Parishioner flagged ongoing problem with neighbour and confirmed there had been no response from Martlett Housing. It was agreed parishioner would send details of the complaint to the Clerk who would forward to Kate O'Kelly who has contact in Martlett Housing. **ACTION: Clerk.**

8. FINANCE & GENERAL PURPOSE COMMITTEE (OLIA MITSKEVICH)

8.1. **It was resolved that the SIPC** should adopt the following recommendations made by the F&GP committee on 12th December 2018:

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- Accept RFO Job Description as tabled (Copies of both the Clerk and RFO duties to be posted to the Website.) **ACTION: Clerk.**
- Adjust the RFO self-employed rate to be equal to the Clerk's pay rate, which includes holiday pay

8.2. Financial summary was read out – copy attached

8.3. Proposed budget for 2019/20 was summarised, main points as follows:

- Income: £26,500
- Expenditure Revenue: £28,963
- Expenditure Capital: £ 3,350
- Contingency(10% of Precept): £ 2,501
- Total Expenditure: £34,787
- Deficit: £ 8,287
- Income includes a precept of £25,010 which is a 22% increase on the precept for 2018/19 and leads to an increase of 21% on Council Tax Band D to £58.53.

It was resolved that the SIPC accept the Budget proposals including a Precept of £25,010

9. ENVIRONMENT & AMENITIES COMMITTEE(MARTIN PERRY)

- 9.1. Planning approval has been granted to remove and prune the 2 trees on the Recreation Ground. **ACTION: Clerk** to raise order including planting of replacement tree
- 9.2. MP attended a recent meeting of the Rother Valleys Farmers Group. The group consists of about 35 farmers who have got together to address such items as soil erosion, creation of wild flower meadows and delivery of better water quality throughout the valley using government funding as available. The meeting was attended by parish representatives from all over West Sussex.
- 9.3. Complaint has been raised about litter on the layby on the south side of the A272 between Minsted and Severals Rd. Twelve bin bags had been collected. It was confirmed CDC are responsible for collection of roadside litter. Contact is Roger Barrow in CDC. **ACTION:** Clerk to raise formal complaint and also to query whether fast-food vendor has the requisite license.
- 9.4. White post had been at entrance to Stedham had been knocked down. **ACTION: MP** to advise highways via on-line reporting system
- 9.5. Council has appointed a Stedham resident as Tree Warden who has particular expertise in assessing trees from H&S point of view. He has offered to provide guidance during the annual Risk Assessment

10. **PLANNING COMMITTEE(JOHN WHEELHOUSE)** – Nothing to report. Status report of most recent planning applications is available on the website.

11. PARISH ACTION PLANS

11.1. See Item 7.1

11.2. Defibrillator has been delivered and waiting for details on storage cabinet so a suitable unit can be ordered and fitted. It is planned that training will be provided on an ongoing basis. Signs will be posted at suitable points in the village re. the location of the defibrillator and an advertising programme, including social media, will be implemented. **ACTION: Clerk & SB**

Clarification required re. requirements for application for NHB bonus for the coming year. **ACTION: Clerk**

11.3. SB and AG are planning a working group next month to capture opinions and ideas from local people. There has been some useful feedback from the recent leaflet drop. DE will be included in the discussions to ensure Stedham School remain informed. **ACTION: SB, AG & DE**

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- 11.4. School has a problem under new government funding rules, which require 200 pupils to make a school viable. Given that Stedham School cannot accommodate 200 pupils so the best that can be done is to attract as many pupils as possible from the local catchment area and save overhead costs by cooperating with other local schools. There is a need to find out why only 25% of current pupils are from the local area, from which WSCC infers that the school is not valued by local population. If the local community want to retain the school they need to speak out. **ACTION: DE** to follow-up
- 11.5. GDPR – Draft “GDPR Statement for the SIPC Website” is attached. A second document, outlining the council’s internal policy with regard to administration and retention of data and review of its validity on an ongoing basis is to be produced shortly. **ACTION: SB**
- 11.6. Report on Commons – awaiting confirmation of meeting date with SWT to discuss outcome from fire on Iping Common

12. COMMUNITY LAND TRUSTS (JOHN WHEELHOUSE) – Covered in Item 6.1.

13. MINERALS EXTRACTION – See WSCC report Item 4.1 – Soft Sand Review

14. DATE OF NEXT MEETING: 13TH MARCH 2019

15. RESOLUTION TO EXCLUDE THE PUBLIC TO DISCUSS AGENDA ITEM 16

It was resolved that the SIPC should exclude the public before starting on Item 16 given that the nature of the business to be discussed is confidential as it relates to preparation for legal proceedings

16. It was resolved that the SIPC should work with the Council’s insurance company to determine what legal costs are covered by the current policy. **ACTION: LP**

Conclusion 9:00pm

CHAIRMAN:..... **DATE:**.....