

STEDHAM WITH IPING PARISH COUNCIL

Chairman: Lucy Petrie

Clerk: Jane Crawford

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MINUTES: Meeting of Stedham with Iping Parish Council No.6/Year 3/15-19

Held on: Wednesday 15 November 2017 beginning at 7.00pm

At: Stedham Memorial Hall

Present: Debra Chalton 18/21 Vice-Chairman chaired the meeting

Adrian Hearle 2/2 Eddie Lintott 21/21

Rowland Page 9/20 Martin Perry 5/7

John Wheelhouse 14/15

In attendance: Kate O’Kelly, County Councillor and Sue Payne, representative on LNR Management Committee, Police & Neighbourhood Watch.
21 members of the public.

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 meeting of the Council and its Committees.

1. **DECLARATIONS OF INTERESTS:** Minute 7 Neighbourhood plan: DC as neighbour of Rectory Field site, AH as owner at Tote Hill sites and EH as neighbour of Sawmills site. RP: Minute 11.1 Payment
2. **APOLOGIES:** Caroline Neville, District Councillor, Elizabeth Griffiths 8/10, Olia Mitskevich 11/21 and Lucy Petrie 19/21
3. **MINUTES OF MEETING: 5/15-19 of 3 October** were agreed and signed.
4. **WSCC and POLICE/NEIGHBOURHOOD WATCH**
 - 4.1. **County Councillor:** Kate O’Kelly (KOK) reported.
DIY waste decision: WSCC had decided to continue the arrangement whereby DIY household waste was free of charge if taken to a household waste recycling site.
Full Council – 20 /10/2017 – New West Sussex Plan discussed – this is the programme for this administration for the next five years. If you want to follow their performance you can at: performance.westsussex.gov.uk KOK asked questions about Public Health spending and also about walking and cycling strategy in view of air quality, overall health benefits and big picture of climate change.
Health and Adult Social Care Project Day – 9/11/2017 – Update from Coastal CCG – they are in financial special measures, but they outlined their strategy for next 5 years. A new contract with St Richards and other local Trusts had been negotiated and hopefully this would incentivise the Hospital Trust to invest more resource in community services.
Schools consultation: There was a WSCC consultation on the proposal to expand Easebourne Primary School by doubling the annual yearly intake. The deadline was 28 November 2017. KOK attended a drop-in session at the school and had a meeting with the Chairman of the Governors of Stedham Primary School earlier in the day.

This was a big decision because adding an extra class year at Easebourne could have a knock-on effect for other small primary schools across the area. The new funding formula was disadvantageous to small primary schools with under 150 pupils. There were 54 small **primaries across West Sussex**.

Points made by parishioners:

- There was great concern about the proposed expansion at Easebourne and the whole community needed to be involved.
- 50% of the intake at Stedham School was from outside the parish and if there was an extra class at Easebourne, the viability of Stedham might be endangered.
- It was a direct threat to Stedham. Another 30 children per year at Easebourne would in effect be Stedham School moving to Easebourne.
- Closure of the village school would be a disaster.
- There had been no consultation with surrounding parishes and nor had the Head of Stedham School been included in the initial discussions between WSCC and the Midhurst/Easebourne schools. The Chairman of Governors of Stedham School had not been informed.
- There were concerns about how the consultation had been planned.

It was agreed that SIPC should respond to the consultation. DC would draft a response which would be circulated to SIPC members before being sent by the Clerk.

Community Green Offer – Midhurst was a pilot area for the next 6 months for voluntary groups wishing to do jobs. There was a tool shed at the Midhurst Fire Station and WSCC would provide insurance cover. There was a meeting for interested groups e.g. MAC on 27/11/2017.

Cycle crossing at Half Moon. There were ongoing concerns about the safety of children at the crossing and possible moving of the 30mph speed limit. A meeting was arranged with a Highways manager on 23 November: MAC, SIPC, Midhurst Town Council and Woolbeding PC would attend.

West Sussex Carers Support - Carers Introductory Meeting – all carers welcome from surrounding villages on 20 November, 2-3.30pm Harting Congregational Church Hall.

KOK's drop ins: Midhurst – the Grange 20 November – 10.30-12.30 and Rogate village shop – 27 November – 9.30-12.30

Highways:

A parishioner raised the lack of white lines at the Elsted Road junction with the A272. There was also flooding and a pothole in the vicinity. KOK said we should get in touch with Mike Dare WSCC Engineer about it.

An HGV got stuck at Iping Bridge and had to reverse all the way back up to the A272. The width restriction notice was quite small and covered in vegetation, it should really be bigger. KOK suggested that this was reported on Love West Sussex site.

RP reported that the Inert lorries were thundering along the A272 all day long and thought that they were only allowed a certain number per day. There had been differing points of view on numbers of lorries between the councils of Midhurst and West Lavington, but it was not known how many vehicles movements were permitted.

4.2. **Police and Neighbourhood Watch:** SP had no report.

5. **MEMBERS OF THE PUBLIC:** An Iping resident raised the fact that there was only the national 60 mph speed limit through Iping and they would like it to be changed to 30 mph.

6. **SOUTH DOWNS LOCAL PLAN (SDLP)**

The Vice Chairman invited Adrian Hearle to report on SIPC's proposed response to the consultation.

While National Parks did not have a quota for new housing, the Government agreed with SDNPA that they needed to find sites for 4,500 houses in the park. SNPA allocated houses in areas which did not already have a neighbourhood plan and so Stedham was allocated 18 houses on the Sawmills site. SIPC decided to object for a number of reasons, including loss of employment and extending the village towards the A272. However, although we objected, we decided to provide an alternative solution by forming a Neighbourhood Plan (NP). The SDLP meant the SDNPA tells us what to do whereas the NP is our own plan and we will decide where housing is to go.

AH was also Chairman of Woolbeding with Redford PC and we had a lot of issues in common. He had been tasked to draft the SIPC response to the SDLP by the deadline of 21 November 2017. The SDNPA was not looking for major changes, but more legal.

SIPC proposed general comments indicated that the plan was positively prepared and we supported policies such as Dark Skies. However, there was no mention of the impact of technology on 2050 vision: driverless cars could have a huge impact. It would be a good thing to prevent big imposing gates. It was difficult to comment on traffic as the SDLP did not cover roads. SIPC did not believe that non-motorised (cycle) routes would be achieved piecemeal, SDNPA should commit to cycling and walking infrastructure.

The proposed objection to the Sawmills site being allocated for 18 houses on a mixed-use site had been circulated to SIPC. There was to be a meeting with the SDNPA to see if they would accept that our NP was advanced enough for them to withdraw the site from the SDLP.

Points that would be raised:

- Public transport: The process must be flawed because Stedham scored the same as Petersfield and Midhurst on buses. This was wrong because there were only 8 buses and the timing was impractical for getting to work. The reality was that building houses in Stedham would mean more cars.
- Building on the site would result in loss of employment of existing businesses.
- Lack of consultation: the Gunning principle. The site was not recommended in 2014, it was rejected by the SDNPA. It was changed to proposed site in 2015. There was an embargo on this fact which meant SIPC could not consult parishioners about the change.
- The consultation must be in time and major changes needed evidence.
- Change in settlement boundary to include the Sawmills site.

It was a long and detailed response and all comments in it would be put before the Inspector.

It was agreed to go ahead with the responses.

The Vice Chairman thanked AH.

7. **STEDHAM WITH IPING NEIGHBOURHOOD PLAN (NP)**

The Vice Chairman (DC) thanked the Neighbourhood Plan Steering Group (SG) for voluntarily pulling together information and writing topic reports. It was a massive amount of work which had been done in two months where it normally took at least 2 years. Elizabeth Griffiths was dealing with the NP in the Chairman's absence and had asked DC to read out the following note:

“Based on the results of the recent survey sent out to all households in August of this year, a Steering Group has been formed to develop a Neighbourhood Plan which will - eventually - set out what we, in consultation with you, want the Parish of Stedham with Iping to look like over the next 15 years.

This Neighbourhood Plan will cover a wide range of matters affecting the Parish and of concern to parishioners, including Housing, the preservation of Heritage Assets, Transport to and from the Parish, the Economy of and Employment within the Parish, Open Spaces and Key Views valued by the Parish and Infrastructure and other General Matters.

Documents dealing with these areas have been drafted, based on the replies received in the survey and a round of Consultation was expected to begin shortly, at which Parishioners would have the opportunity to read the draft documents and comment on and/or make further changes

or suggestions as to how to shape the Parish for the next 15 years. Full details would be available in the next few days. **Afternote: This would not happen until early in the New Year.** In the meantime, please feel free to raise any concerns about the survey or Neighbourhood Plan with any member of the Steering Group."

DC said that the Steering Group needed feedback.

JW said the SDLP was dealing with Stedham while our NP was dealing with the whole parish and we might end up with a larger number of houses.

It was planned to start a consultation period on 2 December with an Open Day. All the draft documents would be put on the website.

JW: Early indications showed that there was sufficient housing to avoid the Sawmills. 11 sites were considered, one of which was for parking. Clearly the Sawmills was too small for the number wanted by the SDNPA. We could get the requirement in the village and some elsewhere.

AH: We needed help in deciding if we wanted to protect sunken lanes, industrial works and interesting buildings.

There was a topic report of heritage. There were buildings which were not listed, but nevertheless needed protecting.

Housing sites came from the Call for Sites whereby landowners were willing to provide land. The SG had to assess all these sites.

At the end of the process there would be a formal Referendum at which parishioners would be able to vote on the plan. That document would be the planning document for our parish, it would be treated as the parish's planning tool.

There was a meeting with the SDNPA the following day which would be attended by EG, AH, JW and the SIPC planning consultant.

General points and answers to questions:

There was no target for numbers of houses, the plan was not housing driven.

The new houses at the old Club site could not be included as they were built before 2015.

When the first questionnaire went out, the Sawmills site was the only site that was known about because it was the chosen site of SDNPA.

DC appreciated that having a consultation over Christmas was not ideal and she proposed that there would be a six-week consultation.

Resolved: To hold a 6-week consultation with parishioners between 2 December 2017 and 13 January 2018. Proposed by DC, seconded by AH, all in favour apart from one abstention.

Afternote: This had been postponed until at least after Christmas.

8. **MINERALS: Minsted sandpit: Update on WSCC & SDNPA Joint Minerals Local Plan**

The Clerk read out a press statement made by the Minsted residents on the news that the Inspector had turned down the Joint Minerals Local Plan

"Residents are disappointed to learn that following the examination of the Joint Minerals Local Plan that the appointed Inspector does not appear to have accepted the National Park Authority's carefully prepared strategy to provide for future needs of soft sand from sources outside the National Park, so protecting an area of national importance. They will be interested to see and understand the full reason for this view when the inspector's full report is made available next year. In the meantime, residents will be asking for the National Park Authority to redouble its efforts to show that alternative sources of soft sand would be available from elsewhere in the South-East, including possibly sea won sources, and that their strategy does comply with the National Planning policies. Any wider review giving rise to uncertainty is considered unnecessary against the current background of dormant and unrestored sandpits within the Park, including Minsted."

9. **CHAIRMAN'S REPORT AND MEETING REPORTS**

At Risk meeting held on 10 November 2017. DC reported.

Key points:

- Volunteer list was updated and At Risk cards available for collection.
- The Winter Action Plan was reviewed.
- Debate on emergency plan. What would happen in an emergency, who would do what and when? WC would be making a more structured plan. KOK suggest contacting the What If team at WSCC who could give advice on this.
- In snow, bad weather etc. the Hall would be used as centre of operations. It might be a good idea to have a dry run.
- Defibrillators: It would be a good idea to have them. They needed electricity so one would go outside the Hall and the other in Iping phone box. Quotes of costs around £3,000 for two.
- The Hall would look into to having a gas hob.
- A new grit bin was suggested for near the flats at Common View. It was too late for the WSCC to fill new bins at Iping (or CV), but the Clerk was trying to get hold of someone at the Drayton Depot to confirm that salt could be picked up there. KOK thought there were boxes of salt available for householders. **Afternote:** Salt successfully collected from WSCC depot (with thanks to KOK for help).

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CD Forum to be held on 7 December 2017 at Lodsworth would be attended by AH and JW.

10. PARISH ACTION PLAN

10.1. **Stedham crossroads globe shielding:** Work completed on 10 November 2017.

10.2. **Parking by Recreation Ground (RG).** The work had been completed and the notice about it not being for residential use and been erected. RP was thanked for doing this.

10.3. **Defibrillators:** See above.

11. FINANCE AND GENERAL PURPOSES COMMITTEE

11.1 Financial report

Receipts since last meeting			
NatWest	Interest (October)	H	£0.11
Groundworks UK	Grant for NP		£7,150.00
Cash/cheques	Allotment rents		£285.00
Payments since last meeting			
O signs	Sign for RG parking	C02	£100.00
P	New cradle seat	C04	£186.00
R Page	CV play area gate post	C08	£82.00
B	Grit bin	C12	£189.60
Due for payment			
Enplan	NP Planning support & Landscape review	F	£4,256.28
Arun DC	At risk card printing	A02	£10.12
B	CV grit bin	C12	£189.60
Royal British Legion	Memorial Hall wreath	B04	£30.00*
J Crawford	Clerk's remuneration	A01	£879.48
MCB	Grant	B04	£50.00
J Crawford	SD Local Plan	A02	£33.27
R Page	Football nets at CV	C07	£112.79**
PWLB	Hall Loan	B02	£729.64
		Total	£6,291.18
Invoices due			
Datacentre Hosting	Domain name renewal & email storage	A09	£185.00

Emango		A09	£790.00
Balances			
Current account			£7,872.34
Business Reserve A/c			£12,208.91
		Total	£20,081.25

*The cost of the wreath was £18. It was agreed to give a donation of £30 to RBL.

**Football nets: RP has ordered and paid for nets for both goals at CV.

Resolution: To make the above payments. Proposed by DC, seconded by JW, with all in favour.

The Clerk had an email from Enplan saying that the planning consultant's outstanding account was £1,260 + expenses after paying the above invoice. The balance of grant remaining after pay this amount was £2,343 less expenses.

The application for a further grant for the NP had been held up following some more details being sought.

There was one more half allotment rent due. RP was thanked for collecting the rents.

11.2. **Grit bin for Common View:** It had been agreed to go ahead with purchasing a grit bin for Common View.

11.3 **Budget 2018-2019**

The date for the F & GP work party would be between Christmas and the New Year. Attendees would be DC, LP, MP and JW. The Clerk would arrange the date.

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12. **ENVIRONMENT AND AMENITIES COMMITTEE**

12.1. **Play areas: Inspection of equipment and signing the books:** The books had been signed.

12.1.2. Annual equipment inspection: The old cradle seat on RG had been replaced.

There had been a suggestion that the log chain should be replaced, so long as its condition was monitored, it still worked for the children.

12.2 **Risk assessment:** Overgrown trees at CV play area. The ash tree would be taken down shortly.

Afternote: This work has been completed.

12.3. **Highways and footpaths:**

Tye Hill Land: The owner of Tye Hill had died and it was reported that the land was now going to be attended to.

Iping to Chithurst paths: The Clerk would remind WSCC about the metal gate.

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12.3.1. Report on meeting on meeting WSCC Highways re Common View and School Lane parking.

Common View: LP and the Clerk had met with Paul Ferroni and Mike Dare of WSCC Highways to discuss parking at Common View. They and RP had previously met with Hyde Housing Association who thought improvements to parking could be made, but suggested contacting WSCC Highways which in fact owned most of the land in question. There were 10/11 different places where obstacles could be removed or lay-byes created to provide more spaces and to prevent parked cars blocking the road so that emergency vehicles could get through. It included cutting back the corner at the road junction by the flats. It had been suggested that grasscrete could be used in many areas to maintain the green areas. This was a long-term plan and would require funding. The Clerk had applied for CIL funding for the first phase of the plan which concerned WSCC land.

Parking in school lane: The group went to School Lane to look at the parking between the school and Hamilton Arms. The officers said there would be no objection from Highways if angled (herringbone) parking was provided. On their measurement and additional 2.4m strip along the verge of the common would be needed to be able provide this.

12.4 **Flooding:** Watershed works south of Stedham Bridge and on Stedham Lane. Tim Macaulay of Landbuild and Chris Morgan joined the group in inspecting these works with the Highways engineers. A plan was agreed whereby they would put in a sump at the base of the drain at the low end of the ditch adjacent to the Tye Hill land. A protective grill would also be installed. This would entail another Watershed grant to get the work completed.

12.5 **Commons and open spaces:**

Iping and Stedham Commons: No report.

Tree warden: One person had looked into what being a tree warden entailed and decided they would not be able to do it. All members would see if they could find a volunteer.

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13. **PLANNING COMMITTEE:** Report on meeting 5/3 (15-19) held prior to this meeting would be circulated.
14. **MEMORIAL HALL:** DC reported.
There had been a reminder to check fire alarms which should be kept active at all times.
Minor accidents should be reported.
The Christmas tea party was to be held on Saturday 9 December 3.30 to 5 pm.
15. **ACTIONS LIST:** See below.
16. **CORRESPONDENCE/EMAILS:** None
17. **DATE OF NEXT MEETING:** Budget Meeting Wednesday 17 January, 7.30 pm at Stedham Memorial Hall. The meeting would include an update on the Neighbourhood Plan.

CONCLUSION 8.30

Chairman..... Date.....

ACTIONS FROM MEETING 15 NOVEMBER 2017

A ⁹⁰²	DC/clerk	Easebourne School	Respond to consultation	✓
A ⁹⁰³	Clerk	Elsted Rd/A272 junction	Report lines, flooding, pothols	✓
A ⁹⁰⁴	Clerk	New grit bins	Arrange for salt to be collected	✓
A ⁹⁰⁵	Clerk	Budget work party	Organise date	
A ⁹⁰⁶	Clerk	Iping Chithurst path	Contact WSCC again	✓
A ⁹⁰⁷	All	Tree warden	Find volunteer	ongoing

ACTIONS FROM MEETING 13 SEPTEMBER 2017

A ⁸⁸⁵	Clerk	CDC Forum minutes	Circulate	
A ⁸⁹⁹	RP	Allotments	Collect rents	✓

ACTIONS FROM MEETING 19 JULY 2017

A ⁸⁸²	DC	Defibrillator grants	Contact SE ambulance	
A ⁸⁸⁶	Chair	Rec Ground	Check re status of charity	ongoing
A ⁸⁸⁷	Clerk	Rec ground	Find out when became a charity	

ACTIONS FROM MEETING 17 MAY 2017

A ⁸⁶⁹	RP	CV ash tree	Ask MH's advice	✓
A ⁸⁷⁰	RP	Football nets	Swop around	✓
A ⁸⁷¹	RP	Allotments fence	Replace rotten posts	

ACTIONS FROM MEETING 15 MARCH 2017

A ⁸⁶²	Clerk	WSCC Footpath list	Identify paths	ongoing
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