

Stedham with Iping Parish Council

Chair: Ruth Cooper

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. 12/Year 2/23-27

Held on: Thursday 10th April 7:00pm at Stedham Memorial Hall

Present: Ruth Cooper (Chair)
Terry Stevens
Hannah Burton
Rachael Wildman

In attendance: 2 members of the public.

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

1. APOLOGIES FOR ABSENCE: A Hollingshead

2. MINUTES OF PREVIOUS MEETINGS: SIPC resolved to approve the minutes of the SIPC Ordinary meeting on 13th March 2025 for signature.

3. DECLARATIONS OF INTERESTS: None

4. REPORT FROM CDC:

4.1. WSCC: None – waiting election of new member

4.2. CDC:

- Local Plan due to be adopted by mid-summer
- Devolution – ongoing activity, details can be found on the CDC website <https://www.chichester.gov.uk/devolution>.
- Hyde Housing information now available online
- Midhurst Vision continue to make progress – further information can be found on the following website: <https://www.midhurstvision.org>

5. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

5.1. Stedham with Iping Speed Limit Action Group(SLAG) summarised progress as follows:

- Advice received from West Sussex Highways is to keep the application simple. Recommendation from SLAG is to make two separate applications, one for Stedham and one for Iping and limit each application to a maximum of two roads per application.
- Stedham application for 20mph to include 30mph from the A272 into Stedham Lane, reducing to 20mph where the current 30mph signs are by Stedham End, through School Lane and the entrance to the A272. The 20 mph along the Street should continue until north of the entrance to the car park by the river, north of Bridgefoot, where it will be 20mph through to the three-way junction near Tote Lane
- Iping application for 30mph to cover Iping Lane from access road from A272 through the village to the junction with Hammer Lane, but with a 20mph section to cover from south of Iping Bridge to north of the Church
- HB(as CDC Councillor) recommended waiting until the new councillor for WSCC is elected in May to obtain endorsement for the application
- SLAG requested letter of endorsement from SIPC for the latest proposal. SIPC resolved to provide said endorsement. SLAG plan to obtain further endorsements from other relevant organisations within the villages.
- SLAG requested all to take photographs which illustrate current issues with parking and traffic and forward to the group
- **ACTION:** Clerk to forward copy of source map and access to POL to SLAG Group.

Stedham with Iping Parish Council

Chair: Ruth Cooper

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

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

6. FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)

6.1. The Budget Status and Financial Summary were reviewed. Copies are attached **SIPC resolved to approve** items in the following table for payment/expenditure. RC signed copy of SIPC's Bank Statement dated 1st April 2025 in confirmation that bank transactions as included in Financial Reports reconcile to said Statement.

6.2. **SIPC resolved that any ad hoc** work done at the request of the Parish Council by local parishioners

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/04/2025	Morag Birch	March Pay (Clerk) (£13.00/hour)	£ 364.00	£ -	£ 364.00
15/04/2025	Morag Birch	March Pay (RFO) (£13.00/hour)	£ 156.00	£ -	£ 156.00
15/04/2025	Morag Birch	March Expenses (Clerk)	£ 14.63	£ -	£ 14.63
17/03/2025	Amanda Hollingshead	Replacement Light for AED	£ 9.89	£ 1.65	£ 8.24
17/03/2025	Amanda Hollingshead	Replacement Batteries for AED	£ 18.04	£ 3.00	£ 15.04
29/03/2025	Morag Birch	50 x 2nd Class Stamps	£ 42.50	£ -	£ 42.50
29/03/2025	Morag Birch	4 x 25 Envelopes for Newsletters	£ 11.96	£ -	£ 11.96
31/03/2025	Ruth Cooper	Tea Club 2nd April 2025 Consumables	£ 54.84	£ -	£ 54.84
27/03/2025	Terry Stevens	Tea Club 2nd April 2025 Consumables	£ 33.95	£ -	£ 33.95
03/04/2025	Stedham Sports Association	Room Hire Easter Tea 02/04/25	£ 30.00	£ -	£ 30.00
31/03/2025	Stedham Memorial Hall	Hall Hire - Nov24 to Mar25 (Total for 2024-25 £469.50)	£ 202.50	£ -	£ 202.50
31/03/2025	M H Kennedy	Grass Cut March 2025	£ 567.74	£ 94.62	£ 473.12
01/04/2025	WSALC	WSALC & NALC Subscriptions(2025-26)	£ 314.70	£ -	£ 314.70
08/04/2025	Hooli	Printing Newsletter April 2025	£ 333.60	£ 55.60	£ 278.00
09/01/2025	Business Stream	Allotment Water Supply (£50 Credit - paying by DD)	£ 56.44	£ -	£ 56.44
31/03/2025	Anyone	Ad hoc work for Parish Council	£ -	£ -	£ -
30/04/2025	SLCC	Annual Membership Fee 2025-26 (Due 1st May)	£ 150.00	£ -	£ 150.00

should be billed and paid for if time requirement is a half-day or longer

6.3. Clerk confirmed Internal Audit for 2024-25 scheduled for 25th April

6.4. **SIPC resolved to adopt** amended version(copy attached) of NALC's Model Financial Regulations(April2024)for Local Councils as SIPC' Financial Regulations

6.5. **ACTION:** All to review NALC's Standing Orders with a view to adoption by SIPC. All comments to be sent to Clerk.

7. AMENITIES & ENVIRONMENT COMMITTEE (RUTH COOPER).

7.1. Monthly inspection of children's play areas & AED equipment – AH confirmed all okay

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

8.1. Last Month's Actions – reviewed, updated and outstanding items added to main Action List

8.2. SDNPA's 2025 - Call for CIL Funding. **ACTION:** RW to follow-up request from SWT so Clerk can liaise re submission of request. Clerk to follow-up proposals from SMH. It was agreed not to make a submission to improve the bridge at Stedham Mill.

8.3. Parish Improvements:

- Iping Phone Box – **SIPC resolved to confirm** acceptance of the lower cost restoration of the box. **ACTION:** Clerk to confirm decision to supplier. It was noted that during restoration additional work may be required to remedy unseen problems.
- Iping Bus Shelter – **ACTION:** RC to purchase paint required to complete outside and inside of the shelter, also to repair bench and ensure it is fit for purpose. RC to investigate asking local artist to decorate the shelter.
- VE/VJ bench has been installed outside Iping church. £250 grant from CDC has been applied for. **ACTION:** Clerk to follow-up location of plaque from previous bench.

Stedham with Iping Parish Council

Chair: Ruth Cooper

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

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

- 8.4. Tea Club – It was agreed to hold the next 2 Tea Clubs on 17th September and 10th December. Both dates are booked at the Sports Pavilion. **ACTION:** TS to organise
- 8.5. Newsletter –**ACTION:** Clerk and HB to agree definitive publishing schedule and deadlines for receipt of content. for the Parish based on 3 Newsletters/year Spring(March), Summer(July) & Autumn(November). **HB** to issue schedule to contributors to allow timely submission of content.
- 8.6. Litter Pick – next Litter Pick will be November 2025. **ACTION:** HB to organise supply of daffodil bulbs for planting round the parish. All to take photos/location of current daffodils.
- 8.7. VE / VJ Day 80 – **SIPC resolved not to fund** the VE event planned for 11th May by the Church. It was considered that it would not be appropriate for the PC to fund as it is not an event that could be opened to the parishioners of Stedham with Iping Parish. The PC also agreed to offer the WI, as a good will gesture, a sum of £100 toward the cost of refreshments.

9. PLANNING COMMITTEE(RACHAEL WILDMAN)

9.1. SDNP/25/00752/TCA

Location: Yew Tree Cottage, 33 Queens Street, Stedham, West Sussex, GU29 0NW

Proposal: : Notification to fell 2 no. Eucalyptus trees (T1 & T2)

No Objection: with caveat that proposed works should be done in line with current Arboricultural Association guidelines with reference to the ongoing nesting season and trees should be replaced with native species, if possible.

10. DATE OF NEXT MEETING:

10.1. Annual Parish Meeting – 23rd April 2025 @ 7:00pm in Stedham Memorial Hall

10.2. Annual SIPC & SIPC Ordinary Meeting – 8th May 2025 @ 6:30pm & 7:00pm in Stedham Memorial Hall

10.3. AED/CPR Awareness Session – 31st May 2025 @ 1:00pm in Stedham Memorial Hall

10.4. **ACTION:** Clerk to include Cemetery Mowing on next month's Agenda

Conclusion 9:00pm

CHAIR: **DATE:**

Stedham with Iping Parish Council

Chair: Ruth Cooper

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

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

Action#	Description	Responsible	Date Raised
1	Forward copy of source map and access to POL to Speed Limit Action Group.	Clerk	10/04/2025
2	Review NALC's Standing Orders with a view to adoption by SIPC. All comments to be sent to Clerk.	All	10/04/2025
3	Follow-up request from SWT so Clerk can liaise re submission of request. Follow-up proposals from SMH	RW Clerk	10/04/2025
4	Iping Phone Box – Confirm acceptance of the lower cost restoration of the box.		10/04/2025
5	Iping Bus Shelter – Purchase paint required to complete outside and inside of the shelter Repair bench and ensure it is fit for purpose. Investigate asking local artist to decorate the shelter.	RC AH RC	10/04/2025
6	Follow-up location of plaque from Iping bench replaced by VE/VJ Days bench	Clerk	10/04/2025
7	Next 2 Tea Clubs on 17 th September and 10 th	TS	10/04/2025
8	Agree definitive publishing schedule and deadlines for receipt of content. for the Parish based on 3 Newsletters/year Spring(March), Summer(July) & Autumn(November). Issue schedule to contributors to allow timely submission of content.	Clerk, HB HB	10/04/2025
9	Include Cemetery Mowing in May 25 Agenda	Clerk	10/04/2025