

Stedham with Iping Parish Council **DRAFT**

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. 3/Year 3/23-27

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

Present: Ruth Cooper (Chair)
Amanda Hollingshead
Terry Stevens

In attendance: 0 members of the public.

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

- 1 APOLOGIES FOR ABSENCE:** Rachael Wildman, Hannah Burton, Yvone Gravely(WSCC)
- 2 MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes of the SIPC meetings on 12th June 2025 for signature.
- 3 DECLARATIONS OF INTERESTS:** None
- 4 REPORT FROM CDC:** No reports
- 5 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC:** None
- 6 FINANCE AND GENERAL PURPOSES**

6.1 The Budget Status and Financial Summary were reviewed. Copies are attached.

6.2 **SIPC resolved to approve** items in the following table for payment/expenditure.

Date	Who	What	Gross	VAT	NET
15/07/2025	Morag Birch	June Pay Pay (Clerk) (£13.13/hour)	£ 367.64	£ -	£ 367.64
15/07/2025	Morag Birch	June Pay Pay (RFO) (£13.13/hour)	£ 157.56	£ -	£ 157.56
15/07/2025	Morag Birch	June Expenses (Clerk)	£ 2.25	£ -	£ 2.25
04/07/2025	Morag Birch	WEL Medical Online - iPad SP1 & SP2 Adult/Child Electrode Pads	£ 75.18	£ 12.53	£ 62.65
30/06/2025	M H Kennedy	2 x Grass cut - June 2025	£ 1,194.25	£ 199.05	£ 995.20
08/07/2025	Business Stream	Allotment Water Supply (Actual reading 23/5/25. Previous Actual 25/1/24) (Charge increased from £1.9706 to £2.7702 /m3 1st April 2025)	£ 527.00		£ 527.00

SIPC resolved to examine whether Allotment rent should be raised, to cover increasing water costs, and benefits of providing a skip towards end of September. **ACTION:** Clerk to include in September's agenda together with estimates of costs. Agenda also to include whether the Allotments and Common View Playing field should be protected assets. (PC currently leases them from WSCC)

- 6.3 Light above Stedham AED – Stedham Memorial Hall installed a new light (£150) in February 2025 to improve lighting. The position of the light had to be change (£78) in response to a complaint from a neighbour. SMH subsequently asked whether the Parish Council would cover cost for the original purchase. **SIPC resolved to clarify** history of light installation.
- 6.4 Annual Governance & Accountability Return (AGAR)2024-25 - Notice of Public Rights due to be removed 14th July.

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7 AMENITIES & ENVIRONMENT (RUTH COOPER).

- 7.1 Monthly inspection of children's play areas. AH confirmed all okay. Spare pads for Iping AED had been purchased.
- 7.2 Beelines – Decision due week commencing 7th July. No confirmation as yet.

8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Last Month's Actions – reviewed, updated and outstanding items added to main Action List
- 8.2 Local Government Reorganisation – **ACTION:** Clerk to prepare regular bulletin with links to relevant websites for further information
- 8.3 Harvest Tea Party September – **ACTION:** TS confirm dates for September, preferably 3rd, and December 10th. **ACTION:** TS to arrange pre-meeting 21st August.
- 8.4 CPR/AED training session – following installation of AED in Iping. **ACTION:** Clerk book date in September for inclusion in Newsletter.
- 8.5 Newsletter – meeting Wednesday 16th July @ 7pm.
- 8.6 Parish Improvements – **ACTION:** RC to follow up re Artwork for Iping bus shelter and refurbishment of area around Stedham phone box.
- 8.7 SIPC Website. **ACTION:** MB to arrange meeting with providers.

9 PLANNING (RACHAEL WILDMAN)

9.1 SDNP/25/02075/HOUS

Location: Westbrook, Queens Street, Stedham, West Sussex, GU29 0NW

Proposal: Replacement of garage roller door, repairs to boundary wall, replacement gate and erection of satellite dish on shed

No Comment

9.2 SDNP/25/02078/LIS

Location: Westbrook, Queens Street, Stedham, West Sussex, GU29 0NW

Proposal: Installation of internal shutters to 9 no. windows and replacement boiler. Repairs and redecoration of 2 no. bathrooms, WC, kitchen, utility, living rooms and bedrooms, including replacement fittings, new aga and replacement floor coverings throughout. Replacement of garage roller door, repairs to boundary wall, replacement gate and erection of satellite dish on shed.

No Comment

10 DATE OF NEXT MEETING:

- 10.1 SIPC Ordinary Meeting – 11th September 2025 at 7:00pm in Stedham Memorial Hall

Conclusion 20.00

CHAIR:

DATE:

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Action#	Description	Responsible	Date Raised
1			