

Stedham with Iping Parish Council

Chair: Neil Read

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. 6/Year 1/23-27

Held on: Thursday 14th September 2023 7:00pm at Stedham Memorial Hall

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

In attendance: 4 members of the public

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

1 APOLOGIES FOR ABSENCE: Neil Read, Amanda Hollingshead

2 MINUTES OF PREVIOUS MEETINGS: SIPC resolved to approve the minutes of the SIPC & Planning meetings on 13th July & 3rd August 2023 respectively for signature.

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 Reports received from WSCC and CDC were reviewed. Copies of both reports are attached

5 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

5.1 Parishioners from Iping requested an application be submitted for the speed limit on Iping Lane, currently 60mph, to be reduced preferably to 20mph. The lane is narrow, with no footways and is in frequent use by walkers, cyclists and horse riders. ACTION: RW/Clerk to follow-up current status of PC's plan to apply for a Traffic Regulation Order(TRO) to reduce speed limits within the Parish.

5.2 Request to gain SIPC's support to have the Duchess of Bedford's hangar established as a non-designated heritage asset. ACTION: Councillors to review information available. Clerk to include as an item on next month's agenda.

5.3 A request was made for a CDC waste bin to be installed in Iping, near the church. There are no bins currently in Iping. ACTION: Clerk to follow-up. HB to follow-up via CDC contacts.

5.4 JS raised query from Parishioner re the poor state of footpath from Iping Mill towards Chithurst Rd. ACTION: JS to ask parishioner to send email to Clerk. Clerk to include in PC's submission to WSCC re state of PROWs prior to planned inspection in October.

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. PC will await further information re request from Crafty Tots & Teas for funding.

6.3 The report and Certificate received from the External Auditor were reviewed. ACTION: Clerk to post details as required

6.4 CDC confirmed that SIPC could now co-opt new councillors.

6.5 SIPC resolved that the annual rent charged by the Council for Allotments should not be increased for 2023 to 2024. ACTION: Clerk to issue letters to Tenants.

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Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/09/2023	Morag Birch	July Pay (Clerk) (£11.09/hour)	£ 310.52	£ -	£ 310.52
15/09/2023	Morag Birch	July Pay (RFO) (£11.09/hour)	£ 133.08	£ -	£ 133.08
15/09/2023	Morag Birch	July Expenses (Clerk)	£ 1.13	£ -	£ 1.13
15/09/2023	Morag Birch	August Pay (Clerk) (£11.09/hour)	£ 310.52	£ -	£ 310.52
15/09/2023	Morag Birch	August Pay (RFO) (£11.09/hour)	£ 133.08	£ -	£ 133.08
15/09/2023	Morag Birch	August Expenses (Clerk)	£ 3.60	£ -	£ 3.60
15/09/2023	Morag Birch	Replacement AED Pads (WEL Medical Ltd)	£ 71.94	£ 11.99	£ 59.95
27/09/2023	ICO	Data Protection Annual Renewal (DD)	£ 40.00	£ -	£ 40.00
30/09/2023	Moore	External Audit Fees (Previous Year £200 exc VAT)	£ 378.00	£ 63.00	£ 315.00
08/09/2023	WSCC	Annual Rent Allotments & Play Area Common View	£ 400.00	£ -	£ 400.00
14/09/2023	Crafty Tots & Tea	Grant Request	tbc		

7 AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER).

- 7.1 Monthly inspection of children's play areas & AED equipment – All okay. Annual safety Inspection by Playsafe Playgrounds completed 31st August.
- 7.2 **ACTION:** RC & Clerk to meet to discuss/agree possibility of obtaining funding for planting trees from - SDNPA Sustainable Communities Fund / Coronation Living Heritage Fund
- 7.3 **ACTION:** All to collect any information re current condition of PROWs within the Parish. **ACTION:** JS to advertise on SIPC Facebook & Clerk on Noticeboards. **ACTION:** Clerk to forward to WSCC before end September. Also, contact local landowner about gate issue.

8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Playground – Annual Inspection completed 31st August. Phase 3 development in Common View due to start 16th October. **ACTION:** Clerk to submit quote to SDNPA to request payment of funding.
- 8.2 Newsletter – November 2023 – **ACTION:** All content to be submitted to JS by 13th October. Newsletter will be published early November.
- 8.3 Suggestion Boxes – **ACTION:** JS to respond to queries received. JS prepare summary of comments received.
- 8.4 Parish Events
 - 8.4.1 Stedham Christmas Fair 2nd December – **ACTION:** Clerk respond to WI confirming participation of SIPC
 - 8.4.2 SSA Fireworks Night 28th October - **ACTION:** Clerk respond to SSA confirming participation of SIPC. Clerk to confirm what was purchased last year for the mulled wine stall.
- 8.5 Parish Improvements
 - 8.5.1 River Rother – ARRT is under new management. ARRT will be starting a testing campaign to record quality of water. SDNPA is arranging a summit to discuss ongoing issue with the River Rother. **ACTION:** HB will attend and forward reminder note to Councillors for any comments/queries.
 - 8.5.2 Application for 20mph zones – refer Item 5.1
 - 8.5.3 Bus Stop – junction of Iping Lane & A272. Clerk confirmed the Bus-stop does belong to the PC. **ACTION:** Clerk to follow-up maintenance work on path & arrange further inspection of Bus-stop
- 8.6 Afternoon Tea Club – due 18th September starting at 3:00pm
- 8.7 Review Action List: Councillors to review and update Clerk of any changes.

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9 PLANNING COMMITTEE(RACHAEL WILDMAN)

9.1 National Trust to take back management of Woodgate Farm land. Parishioner raised concern this could result in a major change in the use/appearance of a significant area of land within the parish without any public consultation. **ACTION:** Clerk to write to NT to enquire about plans and possible schedules.

9.2 SDNP/23/02555/CND

Location: Stedham Sports Ground, The Street, Stedham, West Sussex, GU29 0NQ

Proposal: Construction of a new sports pavilion for the Stedham Sports Assoc to replace the existing building and cricket pavilion - (Variation of Condition 2 of Planning Permission SDNP/12/02805/FUL to enable an alternative car parking layout to be approved with a suitable surface material.

No Comment: But the Parish Council would recommend that the applicant be asked to comply with the original conditions of the planning permission. The Council noted and support the use of grasscrete. 2023

9.3 SDNP/23/03085/HOUS

Location: Nelson House School Lane Stedham West Sussex GU29 0NZ

Proposal: Replacement fence (retrospective)

Object: The PC understands retrospective permission is being sought for a fence taller than that permitted without planning permission. The Council, however, considers the existing fence should not be allowed to remain. It is out of keeping with what was there previously (within reasonable memory) and with the village environment, especially in such a prominent position near the village pub which is a community hub. If such a fence is allowed it could set a worrying precedent for the rest of the houses within the parish adjacent to similar lanes.

10 DATE OF NEXT MEETING:

10.1 SIPC Meeting – 12th October @ 7:00pm in Stedham Memorial Hall

Conclusion 8:50pm

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

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Action#	Description	Responsible	Date Raised
1	Follow-up current status of PC's plan to apply for a Traffic Regulation Order(TRO) to reduce speed limits within the Parish.	RW, TS	14/09/2023
2	Query re. establishing the Duchess of Bedford's hangar as a non-designated heritage asset. Councillors to review information available.	All	14/09/2023
3	Request made for a waste bin to be installed in Iping, near the church.	AH, Clerk	14/09/2023
4	Parishioner queried the poor state of footpath from Iping Mill towards Chithurst Rd. Include in PC's submission to WSCC re state of PROWs prior to planned inspection in October	Clerk	14/09/2023
5	Reports from External Auditor. Post details as required	Clerk	14/09/2023
6	Rent for Allotments not be increased for 2023 to 2024. Issue letters to Tenants.	Clerk	14/09/2023
7	Discuss/agree possibility of obtaining funding for planting trees from - SDNPA Sustainable Communities Fund / Coronation Living Heritage Fund	RC, Clerk	14/09/2023
8	Collect any information re current condition of PROWs within the Parish. Advertise on SIPC Facebook & Noticeboards. <u>Forward to WSCC before end September.</u> <u>Contact local landowner about gate issue</u>	All, JS Clerk	14/09/2023
9	Submit quote for Phase 3 Playground Equipment to SDNPA to request payment of funding.	Clerk	14/09/2023
10	All content for November Newsletter to be submitted to JS by 13 th October. Newsletter will be published early November	All	14/09/2023
11	Respond to queries received in Suggestion Box. Prepare summary of comments received.	JS	14/09/2023
12	Stedham Christmas Fair 2 nd December – respond to WI confirming participation of SIPC	Clerk	14/09/2023
13	SSA Fireworks Night 28 th October - respond to SSA confirming participation of SIPC. Confirm what was purchased last year for the mulled wine stall.	Clerk	14/09/2023
14	SDNPA is arranging a summit to discuss ongoing issue with the River Rother. Attend and forward reminder note to Councillors for any comments/queries.	HB	14/09/2023
15	Bus Stop – junction of Iping Lane & A272 - Follow-up maintenance work on path & arrange further inspection of Bus-stop	Clerk	14/09/2023
16	Write to NT to enquire about plans and possible schedules re taking back management of Woodgate Farm	Clerk	14/09/2023