

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. 7/Year 1/23-27

Held on: Thursday 12th October 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, Kate O'Kelly WSCC
- 2 **MINUTES OF PREVIOUS MEETINGS:** SIPC resolved to approve the minutes of the SIPC meeting on 14th September 2023 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
 - 4.2 WSCC - A query was raised: why Hyde Housing is selling properties(on the open market) in Common View normally used for social housing. **ACTION:** Clerk follow-up with K O'Kelly
 - 4.3 CDC – Tree planting scheme **ACTION:** Clerk, RC to follow-up
Provide information re Weather & Flood warnings and add to website and SIPC FaceBook if appropriate. **ACTION:** Clerk
- 5 **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 5.1 Query was raised with regard to development at the rear of The Sorrels is in compliance with the planning. **ACTION:** Council to investigate and raise concerns if required.
- 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. It was noted that Tree/hedge work for Iping Church may have to include the hedge between the church and the neighbouring house which previously was being cut by the houseowner. **ACTION:** Clerk to follow-up approvals and payments and unpaid Allotment rentals(£105 outstanding)

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/10/2023	Morag Birch	September Pay (Clerk) (£11.09/hour)	£ 310.52	£ -	£ 310.52
15/10/2023	Morag Birch	September Pay (RFO) (£11.09/hour)	£ 133.08	£ -	£ 133.08
15/10/2023	Morag Birch	September Expenses (Clerk)	£ 3.38	£ -	£ 3.38
30/10/2023	MH Kennedy	September Grasscut (Total tbc)	£ 597.60	£ 99.60	£ 498.00
30/11/2023	DataCenta	Domain Renewal 2023-2025(No increase)	£ 150.00	£ 25.00	£ 125.00
30/11/2023	JR TreeCare	Annual Hedge & Tree Tidy-up	£ 1,020.00	£ 170.00	£ 850.00
09/11/2023	DropBox	Annual Renewal (No increase)	£ 95.88	£ 15.98	£ 79.90

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7 AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER).

- 7.1 Monthly inspection of children's play areas & AED equipment – AH confirmed 15th October, inspection had been carried out & all okay.
- 7.2 Stedham Telephone Box – WSCC has issued a license to plant. **ACTION:** Clerk to sign and return to WSCC. RC to follow-up quote for landscaping.
- 7.3 Winter Resilience Plan - **SIPC resolved to approve** proposal for a new Emergency & Winter Resilience Plan as put forward by S Barnard. **ACTION** SB to complete draft and forward to Council for review. Also, to forward leaflet to JS for inclusion with the November Newsletter appealing for support from parishioners. **ACTION:** Clerk to contact supporters/volunteers of the previous "At Risk" group. Clerk to follow-up AED training session in Stedham with SB.

8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Phase 3 Common View Playground Development – due to start on 20th October
- 8.2 Newsletter – November 2023 – Any remaining content to be sent to JS by 13th October
- 8.3 Suggestion Boxes – Additional requests for live music & Christmas entertainment
- 8.4 Parish Events
 - 8.4.1 SSA Fireworks Night – **ACTION:** TS, RC to buy 25litres wine. HB to provide spices etc. HB/AH to arrange for tent, lights & power supply.
 - 8.4.2 PC Christmas Events – **ACTION:** Clerk to buy Christmas Tree for Common View & confirm plan for installing tree in CV and lighting tree on the Recreation Ground
 - 8.4.3 Stedham Christmas Fair – **ACTION:** Clerk to confirm requirements for a raffle. HB to provide activity decorating Gingerbread men. JS to provide Lucky Dip
- 8.5 Parish Improvements
 - 8.5.1 Application for 20mph zones & CV Parking – **ACTION:** Clerk to contact other Councils who have already completed successful 20mph applications. **ACTION:** TS, RC, AH to prepare information notice/possibilities for improving parking in Common View.
 - 8.5.2 Request for additional Waste Bins – Negative response from CDC. **ACTION:** HB to follow-up. **ACTION:** Clerk to follow-up type/cost of anti-litter signs
 - 8.5.3 It was noted that refurbishment of the Iping telephone box would have to be postponed until next year. TS volunteered to clear earth etc piled up at back of box.
- 8.6 Duchess of Bedford Hangar – **SIPC resolved by unanimous vote** not to support designation of the Hangar as a non-designated local heritage asset.
- 8.7 Afternoon Tea Club – **ACTION:** JS to organise next event on 11th December. **SIPC resolved to** provide the next session free of charge but to canvas support for charging for future events.
- 8.8 **ACTION:** Clerk to order Litter Picking equipment from CDC ready for event on Sunday 19th November. RW to collect.
- 8.9 Review Action List: **ACTION:** ALL – update status of activities. RW to write to NT re change of management at Woodgate Farm. HB to attend SDNP Rivers Event on 22nd November. **ACTION:** TS Consider flyer for Iping canvassing for volunteers for the Parish Council.

9 PLANNING COMMITTEE(RACHAEL WILDMAN)

- 9.1 **SDNP/23/03809/TCA**
Location: Stedham Hall Man Co Limited Mill Lane Stedham West Sussex GU29 0PS
Proposal: Notification of intention to pollard by 6m on 1 no. Willow tree (T1)..
Support

10 DATE OF NEXT MEETING:

- 10.1 SIPC Meeting – 9th November @ 7:00pm in Stedham Memorial Hall

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Conclusion 9:10pm

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

Action#	Description	Responsible	Date Raised
1	Query why Hyde Housing is selling properties with K O'Kelly	Clerk	12/10/2023
2	Follow-up available land for Tree planting schemes	Clerk, RC	12/10/2023
3	Provide information re Weather & Flood on website and SIPC FaceBook if appropriate.	Clerk	12/10/2023
4	Query raised with regard to development at the rear of The Sorrels is in compliance with the planning. Council to investigate and raise concerns if required.	All	12/10/2023
5	Follow-up unpaid Allotment rentals (£105 outstanding)	Clerk	12/10/2023
6	WSCC has issued a license to plant - sign and return to WSCC. Follow-up quote for landscaping	Clerk RC	12/10/2023
7	Resilience Plan - leaflet for inclusion with the November Newsletter appealing for support from parishioners. Contact supporters/volunteers of the previous "At Risk" group. Follow-up AED training session in Stedham	JS Clerk Clerk	12/10/2023
8	SSA Fireworks Night - buy 35litres wine. Provide spices etc. Arrange for tent, lights & power supply	TS HB HB, AH	12/10/2023
9	PC Christmas Events – Buy Christmas Street for Common View & confirm plan for installing tree in CV and lighting tree on the Recreation Ground	Clerk	12/10/2023
10	Stedham Christmas Fair - confirm requirements for a raffle. Provide activity decorating Gingerbread men. Provide Lucky Dip	Clerk HB JS	12/10/2023
11	Application for 20mph zones & CV Parking – contact other Councils who have already completed successful applications. Prepare information notice/possibilities for improving parking in Common View.	Clerk TS, RC, AH	12/10/2023
12	Follow-up request for additional Waste Bins Follow-up type/cost of anti-litter signs	HB Clerk	12/10/2023
13	Afternoon Tea Club –organise next event on 11 th December	JS	12/10/2023
14	Order Litter Picking equipment from CDC ready for event on Sunday 19 th November. Collect equipment	Clerk RW	12/10/2023
15	Update status of activities on Action List Write to NT re change of management at Woodgate Farm. Attend SDNP Rivers Event on 22 nd November. Draft flyer for Iping - canvass for volunteers for the Parish Council	All RW HB TS	12/10/2023