

# Stedham with Iping Parish Council

Chair: Neil Read

Clerk: Morag Birch

email: [clerk@stedhamwithiping-pc.gov.uk](mailto:clerk@stedhamwithiping-pc.gov.uk)

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

## MINUTES: Meeting of Stedham with Iping Parish Council - No. 11/Year 1/23-27

**Held on:** Thursday 8th February 7:00pm at Stedham Memorial Hall

**Present:** Amanda Hollingshead (Chair)  
Ruth Cooper  
Jessica Simon  
Hannah Burton  
Rachael Wild

**In attendance:** 0 members of the public

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

- 1 **APOLOGIES FOR ABSENCE:** Neil Read, Terry Stevens, Kate O'Kelly(WSCC)
- 2 **MINUTES OF PREVIOUS MEETINGS:** SIPC resolved to approve the minutes of the SIPC meeting on 11<sup>th</sup> January 2024 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 Report received from WSCC – read out by the Chair (Copy attached)
  - 4.2 Report from CDC – copy attached. No update on plans for repair of The Angel Hotel. CDC investigating additional crossing services to prevent people walking down the side of the scaffolding.
- 5 **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**

No-one present
- 6 **FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)**
  - 6.1 The Budget Status and Financial Summary were reviewed. Copies are attached.
  - 6.2 SIPC resolved to approve the following items for payment/expenditure.

| Invoices/Expenditure requiring approval |                  |                                   |          |     |          |
|---|------------------|-----------------------------------|----------|-----|----------|
| Date                                    | Who              | What                              | Gross    | VAT | NET      |
| 15/02/2024                              | Morag Birch      | January Pay (Clerk) (£11.09/hour) | £ 310.52 | £ - | £ 310.52 |
| 15/02/2024                              | Morag Birch      | January Pay (RFO) (£11.09/hour)   | £ 133.08 | £ - | £ 133.08 |
| 15/02/2024                              | Morag Birch      | January Expenses (Clerk)          | £ 1.13   | £ - | £ 1.13   |
| 19/02/2024                              | Zurich Insurance | Annual Premium due 20th February  | £ 842.96 | £ - | £ 842.96 |

- 7 **AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER).**
  - 7.1 Monthly inspection of children's play areas & AED equipment – AH confirmed all okay
  - 7.2 Stedham Telephone Box - SIPC resolved to approve purchase of Yellow Rattle (previously approved in November 2023) for planting. **ACTION:** Clerk/RC to follow up contractor re plan/schedule for landscaping.  
**ACTION:** HB to investigate cost of purchase of a water bowser to assist watering plants/trees.
  - 7.3 Replacement of (damaged)Oak tree on Recreation Ground. Mr M Drury (a local resident) has generously agreed to donate and plant another young oak tree. New position was agreed, the existing tree would be left in position temporarily. **ACTION:** All to approach others re. possible locations for other oak trees, eg SSA sports ground.

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## 8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Newsletter – Delivery for March 2024. **SIPC resolved to increase** number of pages of Newsletter from 12 to 16 as from March 2024. Also, to invite local organisations to contribute articles(at no charge), subject to PC retaining right to final edit. Further consideration re. inclusion of adverts would be given depending on response from local organisations. Inserts would be retained for PC use only.
- 8.2 Tree Inspection – **ACTION:** Clerk to follow-up with JR TreeCare. Also, to contact property owner of land bordering Common View play area and allotment re any issues with trees. RW to advise Clerk of issues.
- 8.3 Local footpaths vs PROW - Unrecorded footpaths and bridleways created before 1949 cannot be recorded after 1 January 2026.(This deadline is due to be removed) **ACTION:** RW to map known unrecorded footpaths within Stedham. Clerk to complete registration.
- 8.4 Parish Events:
  - 8.4.1 Open Gardens – **ACTION:** JS to organise for 2<sup>nd</sup> June and request help as required.
  - 8.4.2 Summer fete – Set-up meeting on 1<sup>st</sup> February. **ACTION:** Clerk and AH to follow-up with SSA and school re. a combined event. However, it was thought parents would probably prefer School fete to be a separate event. **SIPC resolved that** Stedham Memorial Hall could use the Recreation Ground for an evening drinks party on 6<sup>th</sup> July. **ACTION:** Clerk to advise SMH
- 8.5 Afternoon Tea Club – due 25<sup>th</sup> March, a charge of £5 will be made. **ACTION:** JS to organise and request help as required
- 8.6 START Group – AH to attend AGM on 16<sup>th</sup> February.
- 8.7 Parish Improvements:
  - 8.7.1 Notice Boards have been repaired and waiting quote for replacing post for Stedham sign post. WSCC will publish Notice re planned move of Notice Board from Recreation Ground to area next to telephone box.
  - 8.7.2 CIL Funding - Confirmed funding would be available to develop triangle at Queen St into parking area subject to permission from the landowner(WSCC) and Planning. **ACTION:** Clerk to query feasibility with WSCC. **ACTION:** Clerk include item in next month's agenda to finalise list of CIL submissions.
  - 8.7.3 **SIPC resolved to hold** Litter Pick on 17<sup>th</sup> March starting at 10:00am to include tidy-up of Bus Stop at Iping Lane. **ACTION:** All
  - 8.7.4 Suggestion Box – contained draft map/sketch suggesting how possible improvements could be made to parking in Common View. **ACTION:** Clerk to scan and circulate and to include item in next month's agenda.
- 8.8 Hyde Group selling off houses on Common View – The meeting on 1<sup>st</sup> February produced a positive result. All Hyde properties that were on the open selling market from the 1<sup>st</sup> of September 2023 have now been removed, so all are now available for the normal "bidding process". HB confirmed on behalf of CDC that they would be continuing discussions with Hyde, also planned discussions with SDNPA re. issues related to rural housing. All parishes meeting is on 19<sup>th</sup> February,
- 8.9 Review Action List - **ACTION:** All review and update

## 9 PLANNING COMMITTEE(RACHAEL WILDMAN)

### 9.1 SDNP/24/00027/LIS

**Location:** 1 Frys Farm Cottage School Lane Stedham Midhurst West Sussex GU29 0NY

**Proposal:** Removal of sand/cement render, fireboard infill and natural gas fire to dining room fireplace and Installation of new Hunter natural gas stove.

**No Comment**

## 10 DATE OF NEXT MEETING:

- 10.1 SIPC Meeting – 14<sup>th</sup> March @ 7:00pm in Stedham Memorial Hall

**Conclusion 9:20pm**

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

| Action# | Description   | Responsible  | Date Raised |
|---------|---|--------------|-------------|
| 1       | Follow up contractor re plan/schedule for landscaping are near StedhamTelephone Box   | Clerk, RC    | 08/02/2024  |
| 2       | Investigate cost of purchase of a water bowser to assist watering plants/trees  | HB           | 08/02/2024  |
| 3       | Approach local residents re. possible locations for other oak trees, eg SSA sports ground.  | All          | 08/02/2024  |
| 4       | Follow-up with JR TreeCare. Also, contact property owner of land bordering Common View play area and allotment re any issues with trees.<br>Advise Clerk of issues. | Clerk<br>RW  | 08/02/2024  |
| 5       | Map any known unrecorded footpaths within Stedham.<br>Complete registration.  | RW<br>Clerk  | 08/02/2024  |
| 6       | Open Gardens - organise for 9 <sup>th</sup> June and request help as required   | JS           | 08/02/2024  |
| 7       | Summer Fete - follow-up with SSA and school re. a combined event.   | Clerk , AH   | 08/02/2024  |
| 8       | Advise SMH Stedham Memorial Hall re use of the Recreation Ground for an evening drinks party on 6 <sup>th</sup> July  | Clerk        | 08/02/2024  |
| 9       | Afternoon Tea Club – organise and request help as required  | JS           | 08/02/2024  |
| 10      | Query feasibility of developing parking area at Queen St with WSCC  | Clerk        | 08/02/2024  |
| 11      | Include item in next month's agenda to finalise list of CIL submissions.  | Clerk        | 08/02/2024  |
| 12      | Litter Pick on 17 <sup>th</sup> March starting at 10:00am to include tidy-up of Bus Stop at Iping Lane.<br>Order equipment  | All<br>Clerk | 08/02/2024  |
| 13      | Scan and circulate draft map/sketch suggesting how possible improvements could be made to parking in Common View and to include item in next month's agenda.        | Clerk        | 08/02/2024  |