

# 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>

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## MINUTES: Meeting of Stedham with Iping Parish Council - No. 12/Year 1/23-27

Held on: Thursday 14<sup>th</sup> March 7:00pm at Stedham Memorial Hall

**Present:** Neil Read (Chair)  
Amanda Hollingshead  
Terry Stevens  
Jessica Simon  
Rachael Wildman

**In attendance:** 6 members of the public.

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

### 1 APOLOGIES FOR ABSENCE: Ruth Cooper, Hannah Burton

### 2 MINUTES OF PREVIOUS MEETINGS: SIPC resolved to approve the minutes of the SIPC meeting on 8<sup>th</sup> February 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 – Copy attached. KO'K emphasised again that all pot-holes should be reported via the WSCC website and reported again if repairs fail. Also, to forward details to KO'K if no/inadequate action is taken. TS raised issue of recent problems re access to Common View for the CDC Bin lorry. Concern had been raised with regards to access for emergency vehicles. Advice was to raise a TRO. **ACTION:** See Item 5.1. It was noted that parking issues do not necessarily rate a high priority compared to speed restrictions. It was recommended to arrange meeting with a Highways representative.

4.2 Report from CDC – due to be completed after CDC meeting 21<sup>st</sup> March.

### 5 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

5.1 Query raised re status/progress on applications for traffic calming measures to be installed in the parish. Clerk confirmed that little progress had been made to date but it was still on the PC's ToDo List. **ACTION:** Clerk, TS to arrange meeting.

5.2 National Trust – Woolbeding Re-imagined - Public Open Day 20<sup>th</sup> March at South Downs Centre Memorial Hall – plans for changes on Woolbeding Common and Woodgate Farms. **ACTION:** RW will attend

5.3 Several people, including a representative from Stedham Campsite(Midhurst Youth Trust), raised concerns about the housing development proposed for the St Cuthman's site on Tote Lane (Ref Item 9 – Planning). Comments were noted and considered for inclusion in the Council's response to SDNPA

5.4 **SDNP/23/04032/FUL** - Applicant confirmed details and purpose of proposed new building

5.5 It was noted that the 4 heritage fingerpost signs needed to be cleaned. **ACTION:** Clerk to follow-up

5.6 If development goes ahead at St Cuthman's, there will be significant CIL funding available and SIPC needs to consider what projects could be undertaken.

### 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.

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| Invoices/Expenditure requiring approval |             |                                      |          |        |          |  |
|---|-------------|--------------------------------------|----------|--------|----------|--|
| Date                                    | Who         | What                                 | Gross    | VAT    | NET      |  |
| 15/02/2024                              | Morag Birch | February Pay (Clerk) (£11.09/hour)   | £ 310.52 | £ -    | £ 310.52 |  |
| 15/02/2024                              | Morag Birch | February Pay (RFO) (£11.09/hour)     | £ 133.08 | £ -    | £ 133.08 |  |
| 15/02/2024                              | Morag Birch | February Expenses (Clerk)            | £ 1.13   | £ -    | £ 1.13   |  |
| 08/02/2024                              | Morag Birch | Batteries for Bank Card Reader       | £ 6.76   | £ 1.12 | £ 5.64   |  |
| 23/12/2023                              | Morag Birch | A4 Plastic Punched Pockets           | £ 6.99   | £ 1.17 | £ 5.82   |  |
| 18/02/2024                              | Morag Birch | A5 Envelopes for Newsletter          | £ 11.52  | £ 2.04 | £ 9.48   |  |
| 19/02/2024                              | Morag Birch | 32 x 2nd Class Stamps for Newsletter | £ 24.00  | £ -    | £ 24.00  |  |
| 01/05/2024                              | SLCC        | Annual Subscription (From 1st May)   | £ 112.00 |        | £ 112.00 |  |

## 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 - **ACTION:** Clerk/RC to follow up contractor re plan/schedule for landscaping.
- 7.3 Repair of Stedham Sign – scheduled to be completed in 2-3weeks. **ACTION:** Clerk to follow-up requirements to change wording of signs. It was agreed to remove Shop and replace with Pub.

## 8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 SIPC – Facebook review – Draft summaries had been circulated. **ACTION:** All to review documents. Clerk to include for discussion in next month's meeting. Clerk raised requirement for deputies to manage SIPC's website and Facebook. Councillors asked to consider volunteering.
- 8.2 CIL funding – **ACTION:** Clerk to raise Expressions of Interest for Circular Walks(as submitted previously); Improvements to local infrastructure eg Stedham entrance signs, repairs to Iping Bustop, New bustop for Common View and renovation of shelter on the Recreation Ground  
**ACTION:** RW, NR to inspect entrance signs and report on condition.  
**ACTION:** Clerk to raise issue re. poor state of bollards along The Street & School Lane
- 8.3 Local footpaths vs PROW. **ACTION:** All to identify any regularly used footpaths which are not currently registered as PROWs.
- 8.4 Parish Events – Open Garden – scheduled for 9<sup>th</sup> June. Summer fete – **ACTION:** Clerk to confirm SIPC's decision, to all those concerned, not to go-ahead with a Summer fete as a result of the lack of response from residents; Afternoon Tea Club – due 25<sup>th</sup> March.
- 8.5 **ACTION:** TS, Clerk to canvass interest/support for a Summer Fete &/or celebration of 80<sup>th</sup> anniversary of VE day in 2025. **SIPC resolved not to make** a contribution to plaque for Mr J Hills but Councillors would contribute on a personal basis.
- 8.6 **ACTION:** Clerk to contact SMH re interest in obtaining a portrait of the king.
- 8.7 START Group – no update
- 8.8 SDNPA Rural Housing Meeting 20<sup>th</sup> February – main points as follows:
  - SDNPA does have issues getting affordable sites
  - SDNPA approach to getting affordable housing is evolving and getting more flexible
  - Some confusion between social rent(50% market rate) and affordable rent(80% of market rate)
  - Another key concern for local parishes is a worsening shortage of small house and the over-supply of large houses
  - Hyde is looking at brownfield sites, eg garages, which could accommodate ½ houses
  - Hyde Housing has released their new 5 year plan
  - **ACTION:** Clerk to follow-up possibility about inviting representative from Hyde and Rural Sussex to come to a PC meeting. TS volunteered to take Hyde representative round Common View to explain/illustrate issues.
- 8.9 Access of service and emergency vehicles to Common View – see Items 4.1 & 5.1
- 8.10 Review of Action Plan – **ACTION:** All review and update.

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## 9 PLANNING COMMITTEE(RACHAEL WILDMAN)

### 9.1 SDNP/24/00422/HOUS

**Location:** Bridgefoot , Bridgefoot Lane, Stedham, West Sussex, GU29 0PT

**Proposal:** Installation of 21 no. ground mounted solar panels.

**No Comment**

### 9.2 SDNP/ /23/04032/FUL

**Location:** Bridgelands Farm and Stable Supplies, Ingrams Green Lane, Ingrams Green, Iping, Midhurst, West Sussex, GU29 0LJ

**Proposal:** 1no. single storey office building & associated landscaping

**Support (1 abstention)**

### 9.3 SDNP/23/02187/FUL

**Location:** St Cuthmans School, Tote Lane, Stedham, Midhurst, West Sussex, GU29 0QL

**Proposal:** Application for change of use, extension & alterations to facilitate conversion of former school building, Wispers(Class F1.a) & ancillary outbuildings to residential use (Class C3) to provide 10 dwellings. Re-use of former school grounds to provide 9 newbuild dwellings & extension of 2 existing cottages with landscaping enhancements, re-instatement of former access and parking provision. Demolition of existing dilapidated school buildings & refurbishment of swimming pool construction of pool house.

**Object – ACTION:** Clerk to summarise observations and circulate to Councillors' comments prior to submitting to SDNPA website: <https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RV5IQ3TU08600>

### 9.4 SDNP/ /23/02188/LIS

**Location:** St Cuthmans School, Tote Lane, Stedham, Midhurst, West Sussex, GU29 0QL

**Proposal:** Extension & alterations to facilitate the conversion of Wispers building to residential dwellings. Demolition works to facilitate the replacement of ancillary buildings, comprising the Coach House & Potting Shed with residential dwellings. Extensions & alterations to 2 existing cottages.

**Object –** Council's submission can be found on SDNPA's Planning website

## 10 DATE OF NEXT MEETING:

10.1 SIPC Meeting – 11<sup>th</sup> April @ 7:00pm in Stedham Memorial Hall

**Conclusion 9:15pm**

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

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| Action# | Description   | Responsible     | Date Raised |
|---------|---|-----------------|-------------|
| 1       | Arrange meeting to agree plan for application for TRO(20mph) and consider actions re parking in CV  | Clerk, TS       | 14/03/2024  |
|         | National Trust – Woolbeding Re-imagined - Public Open Day 20 <sup>th</sup> March  | RW              | 14/03/2024  |
|         | 4 heritage fingerpost signs needed to be cleaned  | Clerk           | 14/03/2024  |
|         | Follow up contractor re plan/schedule for landscaping Tel Box area  | Clerk, RC       | 14/03/2024  |
|         | Follow-up repair of Stedham Sign inc letters for new signs.   | Clerk           | 14/03/2024  |
|         | Facebook review – Draft summaries had been circulated. All to review documents  | All             | 14/03/2024  |
|         | CIL funding – raise Expressions of Interest by 12 <sup>th</sup> April Inspect entrance signs and report on condition  | Clerk<br>RW, NR | 14/03/2024  |
|         | Raise issue re. poor state of bollards along The Street & School Lane   | Clerk           | 14/03/2024  |
|         | Identify any regularly used footpaths which are not currently registered as PROWs.  | All             | 14/03/2024  |
|         | Contact SMH re interest in obtaining a portrait of the king   | Clerk           | 14/03/2024  |
|         | follow-up possibility about inviting representative from Hyde and Rural Sussex to come to a PC meeting. TS volunteered to take Hyde representative round Common View to explain/illustrate issues | Clerk, TS       | 14/03/2024  |
|         | St Cuthman's - summarise observations and circulate to Councillors' comments prior to submitting to SDNPA website   | Clerk           | 14/03/2024  |