

Stedham with Iping Parish Council

Chair: Simon Barnard

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

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

MINUTES: SIPC Meeting of Stedham with Iping Parish Council - No. 25/Year 1/19-23

Held on: Thursday 7th January 2021 6:30pm - On-line Video Meeting

Present: Simon Barnard
Neil Read
Terry Stevens
Ruth Cooper
Madeline Pike

In attendance: No members of the public

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

1. **APOLOGIES FOR ABSENCE.** Amanda Hollingshead
2. **MINUTES OF PREVIOUS MEETINGS: SIPC resolved** to approve the minutes for SIPC virtual meeting on 10th December 2020. Minutes to be signed at the next actual meeting. **ACTION:** Clerk
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. Judy Fowler, CDC – Copy of report attached
 - 4.2. Kate O’Kelly, WSCC – Copy of report attached
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 5.1. None present
6. **FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)**
 - 6.1. Copies of Financial Summary and current Budget Status are attached.
 - 6.2. **SIPC resolved to approve** the following items for payment/expenditure:

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
31/12/2020	Morag Birch	December Pay (Clerk) (£10.76/hour)	£ 301.28	£ -	£ 301.28
31/12/2020	Morag Birch	December Pay (RFO) (£10.76/hour)	£ 86.08	£ -	£ 86.08
31/12/2020	Morag Birch	December Expenses (Clerk)	£ 1.13	£ -	£ 1.13
31/12/2020	Morag Birch	Clerk Backdated Pay (8mths x 28h/mnth x £0.11)	£ 24.64	£ -	£ 24.64
31/12/2020	Morag Birch	RFO Backdated Pay (8 months x 8h/mnth x £0.11)	£ 7.04	£ -	£ 7.04
04/01/2021	Playsafe Playgrounds Ltd	Repair Works	£ 2,614.80	£ 435.80	£ 2,179.00
04/01/2021	Playsafe Playgrounds Ltd	Playground Equipment New Installation	£ 15,400.80	£ 2,566.80	£ 12,834.00
04/01/2021	Midhurst Area Cycling	Grant to promote safe cycle routes	£ 50.00	£ -	£ 50.00

6.3. Proposed budget for 2021/22 was reviewed, main points as follows:

- Income: £25,350
- Expenditure Revenue: £27,578
- Expenditure Capital: £ 0
- Contingency(9% of Precept): £ 2,300
- Total Expenditure: £29,968
- Deficit: £ (4,528)

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- Income includes a precept of £25,000 which is a 9% increase on the precept for 2020/21 and leads to an increase of 8% on Council Tax Band D to £58.19.

6.4. **It was resolved that the SIPC** accept the Budget proposals including a Precept of £25,000.

ACTION: Clerk to confirm Precept requirements to CDC

6.5. Communal on-line drive – DropBox Plus has been purchased. **ACTION:** Clerk to set-up

7. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER)

7.1. Installation of new equipment in the Stedham's two play areas together with annual maintenance tasks, excluding painting, are complete and invoices received. **ACTION:** Clerk to request that slide and metal frame on single swing, on the Village Green be painted in red and bright green respectively. **ACTION:** Clerk to inquire whether there is a cheaper alternative to the proposed surfacing mat included in the quote for installation of a Table Tennis table on the Village Green.

7.2. CIL grants 2021-22 – three separate “Expressions of interest” will be submitted. Deadline is 31st January 2021. **ACTION:** Clerk

7.3. Hedge cutting – Planning Application for proposed tree/hedge cutting in Stedham Graveyard has been submitted. **ACTION:** RC to follow-up new estimate from JR Treecare with regard to extended scope of work required in Stedham Graveyard. **SIPC resolved to confirm** that JR Treecare should proceed with cutting hedge round the Village Green as required.

7.4. Monthly inspection of children's play areas & AED equipment – AH confirmed all okay

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

8.1. Next edition of Newsletter is planned for first week of March. The deadline for content is end of January. **ACTION:** All Councillors to review email sent by MP on 3rd January, prepare content as required and let MP, RC or Clerk know, as soon as possible, if there are any issues/queries.

ACTION: Clerk to arrange review/preparation session before end January. **ACTION:** Clerk to confirm whether litter-picking kits can be made available for a March Spring Clean on 20th March 2021.

8.2. **SIPC resolved to accept** quote received for refurbishment of the three Notice Boards. **ACTION:** TS to follow-up and agree schedule.

8.3. Trees along boundary between Common View Play Area and Allotments and Viola House estate. **ACTION:** Clerk to contact manager of the estate to discuss action required/planned for trees, particularly those which have recently fallen onto the Allotments. **ACTION:** SB to follow-up similar issue at The Old Rectory.

8.4. Action List was reviewed and updated. **ACTION:** Clerk to arrange working group meetings for VE75 and Parish Improvement/Heritage projects. Clerk to respond to parishioner who raised issue about Bridlepath from Iping Rd to the Hamilton Arms with latest information from WSCC.

9. PLANNING COMMITTEE.

9.1. **SDNP/20/05340/LDP**

Location: Rotherhill Lodge West , School Lane, Stedham, GU29 0PA

Proposal: Single storey rear extension..

No Comment

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9.2. SDNP/20/02074/DCOND

Location: Minsted Sandpit Minsted Lane Minsted Stedham West Sussex GU29 0JH

Proposal: DISCHARGE OF CONDITIONS - Conditions 2, 19 and 20 of Planning Consent

SDNP/13/06169/ROM.

Objection: SIPC object to the discharge of these planning conditions for the reasons summarised below:

Condition 2: SIPC note the deadline for submission & approval of an agreed plan, within 6 months of the issue of the ROMP, was missed and as such do not see how it is possible to discharge this Condition.

SIPC would like to see a revised and realistic timeline for this activity, but would expect that this would not alter the date set for the cessation of works on this site.

Additionally, SIPC would expect this to trigger some level of enforcement activity

Condition 19: SIPC note that within the Revised Rev 7 Restoration Plan there is some detail on the planting schemes including methodologies for marginal plants to the South side of the Lagoon using coir matting, Heathland planting on the North Eastern side of the site including native heathers from the Stedham and Iping SSSI's (although this is noted as an opportunity and not a commitment), wildflowers to the South West bank of the lake and woodland to the North West and North East of the site.

The seeding density is given for the Wildflowers and quantity of the coir matting rolls is identified. SIPC would ask that SDNPA satisfy themselves that these figures are appropriate for this site.

SIPC note the there are no quantities or planting densities associated with the creation of woodland and as such Condition 19 cannot be fully discharged. Additionally, SIPC note that the timetable for planting is not linked to a start date, merely a floating point relating to the cessation of works. As the cessation of works is now identified within the ROMP process SIPC would request dates are attributed to this timescale, which would facilitate better monitoring of the progress, providing an input to enforcement activity should it be required.

Condition 20: SIPC note the deadline for compliance to this condition has passed, although the soil management, and general site management is addressed in the Rev 7 Restoration plan. It is noted that the location and build-up of the access tracks in not detailed, merely that they will be selected to reduce environmental impact. If more detail can be provided on the selection of track, the use of different tracks to reduce long term damage etc, then SIPC feel this condition could be discharged, based on the assumption SDNPA is satisfied that the general scheme is acceptable.

9.3. SDNP/20/05678/TCA

Location: Iping House Iping Lane Iping Midhurst West Sussex GU29 0PE

Proposal: Notification of intention to prune south/south west sector by 2m on 1 no. Oat tree (T1), fell 1 no. Alder tree (T2) and 1 no. Ash tree (T5), uplift 3 no. lower branches to stem on 1 no. Alder tree (T6) and pollard at approx 6m from ground level 1 no. Sycamore Group (T7).

No Comment: with caveat that proposed works should be done in line with current Arboricultural Association guidelines

9.4. SDNP/20/05343/TCA

Location: Fishers Hill Iping Lane Iping GU29 0PF

Proposal: Notification of intention to reduce height by 2m and spread by upto 2m (all sectors) on 1 no. Copper Beech tree (T1).

No Comment: with caveat that proposed works should be done in line with current Arboricultural Association guidelines

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10. DATE OF NEXT MEETING:

10.1.SIPC Ordinary - 11th February. Currently this will be a video conference starting at 6:30pm. It was noted that the following items should be included in Agenda for February:

- Tree planting (Christmas trees)
- Feedback on Training Courses

Conclusion 8:15pm

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

Action#	Description	Responsible	Date Raised
1	Confirm Precept requirements to CDC	Clerk	07/01/2021
2	Request that slide and metal frame on single swing, on the Village Green be painted in red and bright green respectively.	Clerk	07/01/2021
3	Enquire whether there is a cheaper alternative to the proposed surfacing mat included in the quote for installation of a Table Tennis table on the Village Green	Clerk	07/01/2021
4	Three separate "Expressions of interest" will be submitted to CIL for funding	Clerk	07/01/2021
5	Follow-up new estimate from JR Treecare with regard to extended scope of work required in Stedham Graveyard	RC	07/01/2021
6	Newsletter - Review email sent by MP on 3 rd January, prepare content as required and let MP, RC or Clerk know, as soon as possible, if there are any issues/queries.	All Councillors	07/01/2021
7	Arrange Newsletter review/preparation session before end January.	Clerk	07/01/2021
8	Confirm whether litter-picking kits can be made available for a March Spring Clean on 20 th March 2021.	Clerk	07/01/2021
9	Confirm quote accepted and agree schedule for refurbishments of Notice Boards	Clerk	07/01/2021
10	Contact manager of Viola House estate to discuss action required/planned for trees on boundary with Common View play area/Allotments. SB to follow-up similar issue at The Old Rectory.	Clerk SB	07/01/2021
11	Arrange working group meetings for VE75 and Parish Improvement/Heritage projects.	Clerk	07/01/2021
12	Respond to parishioner who raised issue about Bridlepath from Iping Rd to the Hamilton Arms with latest information from WSCC	Clerk	07/01/2021