

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: Meeting of Stedham with Iping Parish Council - No. 2/Year 3/19-23

Held on: Thursday 8th July 2021 7:00pm at Stedham Memorial Hall

Present: Simon Barnard
Ruth Cooper
Amanda Hollingshead

In attendance: One member of the public

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

1. **APOLOGIES FOR ABSENCE.** Judy Fowler, Luca Perricone, Terry Stevens, Madeline Pike, Neil Read
2. **MINUTES OF PREVIOUS MEETINGS: SIPC resolved** to approve the minutes for SIPC meeting on 10th June 2021.
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. Kate O'Kelly, WSCC – Copy of report attached and was read out by KO'K. Query raised re statistics being provided for COVID-19 with regard to level of detail **ACTION:** KO'K to request more granular data.
 - 4.2. Judy Fowler, CDC – Copy of report attached and was read out by SB.
 - 4.3. **ACTION:** Clerk to send copies of SIPC Newsletter to KO'K and JF
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 5.1. Query was raised about appearance of caravans on field on Mill Lane and whether Planning Permission has been requested/granted. **ACTION:** SB to investigate
 - 5.2. Query was raised about speed of traffic on A272. SB confirmed this subject was already under review.
6. **FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)**
 - 6.1. Copy of Financial Summary is attached.
 - 6.2. **SIPC resolved to approve** the following items for payment/expenditure:

Invoices/Expenditure requiring approval					
30/06/2021	Morag Birch	June Pay (Clerk) (£10.76/hour)	£ 301.28	£ -	£ 301.28
30/06/2021	Morag Birch	June Pay (RFO) (£10.76/hour)	£ 129.12	£ -	£ 129.12
30/06/2021	Morag Birch	June Expenses (Clerk)	£ 8.78	£ -	£ 8.78
15/06/2021	Morag Birch	Paint & Spares for repair of Phone Box	£ 208.44	£ 34.74	£ 173.70
03/07/2021	Morag Birch	Prize money for I-Spy Competition (2 x £10)	£ 20.00	£ -	£ 20.00
07/07/2021	Wallis White & Co Petersfield	Internal Audit Accounts 2020-21	£ 450.00	£ 75.00	£ 375.00
07/07/2021	MH Kennedey & Son Ltd	Grass cut June 2021	£ 828.00	£ 138.00	£ 690.00

6.3. SIPC resolved to continue with Zoom subscription for further year. **ACTION:** Clerk to complete

7. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER)

- 7.1. Traffic calming and Parking - Information/advice leaflets have been posted to website and Notice Boards. **ACTION:** SB to re-visit discussions with WSCC Highways.
- 7.2. River Rother/Stepping Stones – SB continues to follow up status/views with other interested parties. Representative from Environment Agency has confirmed that its planned report is nearing

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completion. **ACTION:** Clerk to arrange meeting with EA to agree attendance of representative at a Parish Council meeting.

- 7.3. Parish Improvement projects – **ACTION:** Clerk to arrange Working Group meeting and schedule working party to start work on Stedham Phone Box. **ACTION:** Clerk, AH, RC - organise maintenance visits to newly refurbished Signposts as part of Spring Clean or Risk Assessment. **ACTION:** AH to get quote for refurbishment of Stedham signpost (at junction of School Lane/The Street)
- 7.4. Monthly inspection of children's play area and AED equipment. AH confirmed all okay. **ACTION:** SB/AH to arrange training sessions before end of summer.

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1. July Newsletter to be distributed w/c 12th July. **SIPC resolved** to use an alternative supplier to print the next edition of the Newsletter based on competitive bids received. **ACTION:** Clerk to confirm to supplier
- 8.2. NHB Grant Submission – **SIPC resolved to submit** request for funds to support installation of a basket swing on the Recreation Ground. **ACTION:** Clerk to submit form.
- 8.3. Christmas Trees - RC has recommendation for suitable tree from RHS and list of suppliers. **ACTION:** RC to get comparative quotes
Tree planting – still need some land to plant trees available (FOC) from the Woodland Trust – area required is about size of tennis court. **ACTION:** SB, RC to follow up possible locations for trees
- 8.4. Review Action List – **ACTION:** items to be followed up, particularly those marked in red.

9. PLANNING COMMITTEE(SIMON BARNARD)

9.1. SDNP/21/02999/DCOND

Location: Minsted Sandpit Minsted Road Minsted Stedham GU29 0JH

Proposal: Discharge of Condition 22 of Planning Approval SDNP/20/01567/CND

Objection: It is the understanding of SIPC that the applicant has an annual obligation to review, update and publish information specified in Condition 22 of the ROMP, until such times as the restoration works at Minsted Quarry are complete. The restoration works at Minsted Quarry are not yet complete.

SIPC note that document has been provided in line with the deadline required by the revisions to the applicants existing ROMP permissions, but the Council objects to discharging this condition as this would remove the Applicant's obligation to update these details annually.

9.2. SDNP/21/02951/HOUS

Location: Lavant House School Lane Stedham GU29 0NZ

Proposal: Rear single storey extension and weatherboarding to existing rear gables

Support: SIPC noted that the property is indicated as Blazefield on the reference map.

SIPC note and support the installation of a blackout blind on the skylight and would recommend that its use after dark, when the property is lit internally, is made a condition of planning.

9.3. SDNP/21/02844/DCOND

Location: Byways School Lane Stedham GU29 0NZ

Proposal: Discharge of conditions 3 and 4 of planning permission SDNP/18/01828/HOUS

Object: SIPC object to the discharge of these conditions on the following grounds: **Condition 3** - The original plans indicate a single roof light. Three roof lights are now shown including a large lantern style unit. No detail is show with regards to blinds. SIPC's objection is on the grounds of the Dark Sky Park status and deviation from approved planning conditions. **Condition 4** – No information is provided in relation to the discharge of this condition.

10. DATE OF NEXT MEETING:

10.1.12th August @ 7:00pm in Stedham Memorial Hall

Conclusion 8:30pm

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

Action#	Description	Responsible	Date Raised
1	Request more granular data for WSCC Covid reporting	Kate O'Kelly	08/07/2021
2	Send copies of SIPC Newsletter to KO'K and JF	Clerk	08/07/2021
3	Investigate appearance of caravans on field on Mill Lane and whether Planning Permission has been requested/granted.	SB	08/07/2021
4	Re-visit discussions with WSCC Highways re traffic calming and Parking	SB	08/07/2021
5	Arrange meeting with EA to agree attendance of representative at a Parish Council meeting.	Clerk	08/07/2021
6	Arrange Working Group meeting and schedule working party to start work on Stedham Phone Box	Clerk	08/07/2021
7	Get quote for refurbishment of Stedham signpost (at junction of School Lane/The Street)	AH	08/07/2021
8	Arrange AED training sessions before end of summer	SB, AH	08/07/2021
9	Confirm to print supplier for Autumn issue of Newsletter	Clerk	08/07/2021
10	Submit NHB grant request form	Clerk	08/07/2021
11	Get comparative quotes for Christmas Trees	RC	08/07/2021
12	Follow up possible locations for general tree planting	RC, SB	08/07/2021