

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. 9/Year 4/19-23

Held on: Thursday 8th December 2022 7:00pm at Stedham Memorial Hall

Present: Simon Barnard (Chair)
Neil Read
Hannah Burton

In attendance: 6 members of the public

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

1. **APOLOGIES FOR ABSENCE:** Amanda Hollingshead, Ruth Cooper, Terry Stevens, Madeline Pike, Kate O'Kelly WSCC, Judy Fowler CDC
2. **MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meetings on 10th November 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. Judy Fowler, CDC – Copy of report attached – read by Chairman
 - 4.2. Kate O'Kelly, WSCC – Copy of report attached - – read by Chairman. **ACTION:** Clerk to send email to KO'K to confirm that SIPC would like to apply for 20mph limits to apply in several parts of the Parish. **ACTION:** Include "Traffic Control" item, including possible Community Speed Check, in next Newsletter due in March 2023. **ACTION:** HB to attend next "Parish Councils" meeting to be organised by Sussex Police
5. **TO RECEIVE APPLICATIONS FOR THE OFFICE OF PARISH COUNCILLOR AND CO-OPT A CANDIDATE TO FILL AN EXISTING VACANCY**
 - 5.1. Candidate, Rachael Wildman, gave a brief summary of her background and reasons for wanting to join the Parish Council
 - 5.2. SIPC resolved to co-opt Rachael Wildman on to the Parish Council
 - 5.3. Rachael Wildman and the Clerk signed the Declaration of Acceptance of Office
 - 5.4. Rachael Wildman was duly declared a member of the Council
6. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 6.1. Members of the public were present to hear further information on plans for the River Rother and Stedham Mill following publication of an Opinion Survey (copy attached) in the November issue of the Parish Newsletter. Questions addressed in Item 9.4
7. **FINANCE AND GENERAL PURPOSES COMMITTEE(AMANDA HOLLINGSHEAD)**
 - 7.1. Copies of Budget Status and Financial Summary are attached.

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7.2. **SIPC resolved to approve** the following items for payment/expenditure.

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/12/2022	Morag Birch	November Pay (Clerk) (£10.98/hour)	£ 307.44	£ -	£ 307.44
15/12/2022	Morag Birch	November Pay (RFO) (£10.98/hour)	£ 131.76	£ -	£ 131.76
15/12/2022	Morag Birch	November Expenses (Clerk)	£ 25.88	£ -	£ 25.88
19/11/2022	Morag Birch	Refreshments for Litter Pick 19th November	£ 7.75	£ -	£ 7.75
25/11/2022	Morag Birch	HDMI Cable	£ 8.99	£ 1.50	£ 7.49
06/12/2022	Morag Birch	Postage - return of Common View Leases to WSCC	£ 7.65	£ -	£ 7.65
07/12/2022	Rotherhill Nurseries	Cut Christmas Tree for Common View	£ 150.00	£ 25.00	£ 125.00

7.3. 2023-2024 Budget Review – The draft budget was reviewed and amended. **ACTION:** Clerk to distribute final version ready for approval in next meeting on 12th January 2023.

8. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER).

- 8.1. Cherry Trees for The Street – BT has marked where on the verge the telephone cables are located. Unfortunately their position/depth will not allow the 5 cherry trees to be planted at this location. **ACTION:** All to consider alternative locations, the Recreation Ground and Common View Playground were suggested. **ACTION:** Clerk to advise WSCC (who provided the Licence to plant on the verge) that this would not be possible and alternative locations were being considered. Clerk to contact WSCC re planting in CV Play Area.
- 8.2. Siting of cut Christmas Tree in Common View – **ACTION:** To be installed 11th December. **ACTION:** Clerk to contact J Reed re. provision of chipper for disposal of Christmas Trees.

9. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 9.1. SDNPA CIL Grant – Clerk confirmed request for funds for the Circular Walks Project as submitted last year had been re-submitted.
- 9.2. Phase 3 Playground Development Plan – **ACTION:** Clerk to update Playsafe on latest ideas for equipment, ie modular climbing frame and fully accessible roundabout and request what could be made available and likely costs. Aim is to get equipment suitable for 7 to 12 year olds.
- 9.3. Winter Action Plan & Resources. Clerk confirmed website had been updated. **ACTION:** All to consider best way to manage this requirement going forward, including broadening the scope to a “general emergency response group”. Include article in next Newsletter.
- 9.4. Rother River Update – Chair provided a brief summary of the current issues affecting the level and health of the River Rother and the impact this is having on The Mill crossing/stepping stones and the old sluice house in Stedham. The Opinion Survey, included in the November Newsletter, presented several options which had been developed with advice from various experts including the Environment Agency(EA), National Trust and the Arun and Rother Rivers Trust. The overwhelming response to date is in favour of Option 4: Remove the obstruction at Stedham Mill, ie the automatic weir. This would allow the river to return to its natural level. This option is the most expensive, would require the agreement of several landowners and would need significant work to repair the landscape. This will be a long term project and is just starting. The response to the Opinion Survey provides the Parish Council with authority to present a plan to the EA. **ACTION:** HB, SB to draft plan for next actions.
- 9.5. Parish Improvement - Clerk had confirmed acceptance of quote for bench at A272, waiting confirmation of start date. **SIPC resolved to purchase** a timber bench to replace bench at Common View Notice Board. **ACTION:** Clerk to circulate proposals for replacement bench.
- 9.6. Lunch Club – Memorial Hall had confirmed the PC would be charged for the use of the Hall for the Lunch Club despite it being a community event. **ACTION:** Clerk to book Hall for 12th January. **ACTION:** SB/HB to investigate alternative locations.
- 9.7. Parliamentary Constituency Boundary Changes. **ACTION:** SB to send email to Boundaries Commission, with copies to WSCC and CD, protesting that the change was poorly publicised and sufficient time had not been allowed for Parish Councils to debate and respond.

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9.8. Action List - SB continuing to update spreadsheet with a priority rating.

10. PLANNING COMMITTEE(SIMON BARNARD) – No planning applications

11. DATE OF NEXT MEETING:

11.1. MB/SB handover meeting 27th December

11.2. SIPC – 12th January 2023 @ 7:00pm in Stedham Memorial Hall

Conclusion 9:10pm

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

Action#	Description	Responsible	Date Raised
1	Send email to KO'K to confirm that SIPC would like to apply for 20mph limits to apply in several parts of the Parish.	Clerk	08/12/2022
2	Include "Traffic Control" item, including possible Community Speed Check, in next Newsletter due in March 2023	Clerk, RC	08/12/2022
3	Attend next "Parish Councils" meeting to be organised by Sussex Police	HB	08/12/2022
4	Distribute final version of Budget 2023/24 ready for approval in next meeting on 12 th January 2023.	Clerk	08/12/2022
5	Cherry Trees for The Street – Position/depth of utilities will not allow the 5 cherry trees to be planted on the verge. All to consider alternative locations, the Recreation Ground and Common View Playground were suggested	All	08/12/2022
6	Advise WSCC about Cherry Trees and ask WSCC re planting in CV Play Area	Clerk	08/12/2022
7	Contact J Reed re. provision of chipper for disposal of Christmas Trees.	Clerk	08/12/2022
8	Update Playsafe on latest ideas for equipment, ie modular climbing frame and fully accessible roundabout and request what could be made available and likely costs. Aim is to get equipment suitable for 7 to 12 year olds.	Clerk	08/12/2022
9	Winter Action Plan & Resources. - to consider best way to manage this requirement going forward, including broadening the scope to a "general emergency response group". Include article in next Newsletter.	All	08/12/2022
10	The response to the Rother Opinion Survey provides the Parish Council with authority to present a plan to the EA. Draft plan for next actions.	SB, HB	08/12/2022
11	Circulate proposals for replacement bench in Common View	Clerk	08/12/2022
12	Book Hall for Lunch Club 12 th January Investigate alternative locations.	Clerk SB, HB	08/12/2022
13	Send email to Boundaries Commission, with copies to WSCC and CD, protesting that the change was poorly publicised and sufficient time had not been allowed for Parish Councils to debate and respond.	SB	08/12/2022