

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 3/19-23

Held on: Thursday 10th February 2022 7:00pm at Stedham Memorial Hall

Present: Simon Barnard (Chair)
Neil Read
Ruth Cooper
Terry Stevens
Amanda Hollingshead
Hannah Burton

In attendance: 1 member of the public

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

1. **APOLOGIES FOR ABSENCE:** Madeline Pike, Kate O'Kelly WSCC
2. **MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meeting on 13th January 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. Gordon McAra & Judy Fowler, CDC – Copies of reports attached. RC raised request whether JF could advise best way to get additional Public Bins in the Parish. **ACTION:** Clerk to copy notes to JF
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 5.1. Request from resident that the Planning Notice for Tye Hill be moved to a more accessible position so the notice can be easily read. **ACTION:** Clerk to follow up
 - 5.2. Resident queried whether Council was aware that unrecorded footpaths and bridleways created before 1949 cannot be recorded after 1 January 2026. **ACTION:** Council to ascertain whether there are any unrecorded footpaths within the Parish.

(Website: <https://www.gov.uk/government/news/new-plans-to-simplify-recording-rights-of-way>)
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					
Date	Who	What	Gross	VAT	NET
31/01/2022	Morag Birch	January Pay (Clerk) (£10.76/hour)	£ 301.28	£ -	£ 301.28
31/01/2022	Morag Birch	January Pay (RFO) (£10.76/hour)	£ 129.12	£ -	£ 129.12
31/01/2022	Morag Birch	January Expenses (Clerk)	£ 1.13	£ -	£ 1.13
20/02/2022	Zurich Insurance	Annual Renewal (LTA)	£ 589.28	£ -	£ 589.28
13/02/2022	TBC	Picture Frame for A0 NP Map	£40 - £50		
13/02/2022	Hannah Burton	Grant Request for Easter Event	£ 57.95		

7. **AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER)**
 - 7.1. NHB & CIL grants
CIL submissions 2021/22 requesting release of funds have been submitted.

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Draft submission for 2022/23 grant for Phase 3 of improvement to the Common View Play Area has been circulated for review.

SIPC resolved to accept draft submission for 2022/23 grant for Phase 3 of improvement to the Common View Play Area. **ACTION:** Clerk to submit to SDNPA

SIPC resolved not to install an outdoor Table Tennis table on the Recreation Ground as part of Phase 3. (Ref: Item 7.3).

ACTION: Clerk to ascertain possible cost of replacing gates for Stedham Graveyard on a like for like basis and to include in submission to CIL if appropriate.

ACTION: AH to obtain quotes for replacement/refurbishment of Stedham Signpost and Stedham Entrance signs.

7.2. Tree planting on verges on The Street. **ACTION:** Clerk to contact Tree Officer for WSCC Highways to query possibility of planting Cherry Trees.

7.3. **SIPC resolved to investigate** feasibility of establishing a Youth Club in Stedham for the Parish. **ACTION:** RC, MP

7.4. River Rother/Stepping Stones – next meeting 21st February. HB has been in discussions with the Environment Agency and is due to meet with the NT and the Wild Trout Trust. A brief article will appear in the next Newsletter explaining the purpose of the Working Group is.

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

7.6. AED Training sessions – Drop-in familiarisation session rescheduled for Saturday 5th March from 11:00am to 2:00pm in Stedham Memorial Hall. **ACTION:** SB, AH to prepare posters, leaflets etc

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

8.1. Newsletter – next one due to be published March 2022. **ACTION:** All to forward copy to MP as soon as possible. Flyer publicising Jubilee Event to be included.

8.2. Parish Events:

8.2.1. VE75+ 2 **SIPC resolved** that this should be a low key, short event to be held on 8th May 2022 on the Recreation Ground. **ACTION:** RC to investigate provision of music.

8.2.2. Queen's Jubilee 2022 – Planning Group established and next meeting is on 15th February. Councillors expressed some concern that food and drink would not be available to buy on the day. Council highlighted that the event must engage the whole Parish. **SIPC resolved to grant permission** for the Jubilee Event to be held on the Recreation Ground on the 6th June 2022. **ACTION:** SB to formalise Parish Council requirements for funding and support.

8.2.3. Litter Picking - **SIPC resolved to arrange** a second litter picking event in November 2022

8.3. Allotment Fencing – **ACTION:** AH to take photographs of damaged parts of the fence for submission by Clerk to WSCC to facilitate request for repairs. Also, need to clearly establish where the boundary is between the Allotments and the neighbouring property.

8.4. Lunch Club – No update - still waiting quotes from caterers.

8.5. Review Action List. Ref: Item 408 Establish responsibilities of the PC with regard to grounds maintenance at Iping Church. **ACTION:** Clerk to arrange meeting with Warden to establish an agreement between the Council and Iping Church as to the respective responsibilities for grounds maintenance at the Church. **ACTION:** RC to confirm go-ahead to JRTRees for tree work already quoted for.

9. PLANNING COMMITTEE(SIMON BARNARD)

9.1. **SDNP/21/06151/FUL**

Location: Bridgelands Farm Ingrams Green Lane Ingrams Green Iping West Sussex GU29 0JR

Proposal: New office building.

Support: in general principle but seek assurances that skylights (if fitted in the final scheme) would feature suitable blinds.

9.2. **SDNP/22/00195/TCA**

Location: 22 Southview The Alley Stedham GU29 0NN

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Proposal: Notification of intention to remove 1 no. Lawson Cypress hedge (quoted as T1).

No comment. Application withdrawn

9.3. **SDNP/22/00234/LDE / SDNP/22/00233/LIS / SDNP/22/00232/HOUS**

Location: Tye Hill Mill Lane Stedham GU29 0PS

Proposal: Residential dwelling as existing. / Internal & external alterations & repairs – inc. wall replaced with PPC aluminium sliding doors, removal of 2 no. chimneys, replacement roof battens & re-use of tiles, main front door reinstatement, new internal walls to subdivide the space & works to certain doors & windows.

Support: The Parish Council is in general support of this scheme and the efforts of the owner in returning a dilapidated building back into good order, given its historic significance within the village.

The Council is however not a heritage expert, and so would request that the proposed scheme is assessed by someone who can confirm that it doesn't fall outside the restrictions of the property's listing and that the scheme is appropriate in terms of the proposed amendments and materials selection.

Regarding the replacement of the waterfall window, the Council would like to seek clarification that this is not considered a skylight.

9.4. **SDNP/22/00391/TCA**

Location: Owl Cottage 15A The Street Stedham GU29 0NQ

Proposal: Notification of intention to fell 1 no. Cherry tree (T1).

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

10. DATE OF NEXT MEETING:

10.1. SIPC Meeting 10th March 2022 @ 7:00pm in Stedham Memorial Hall

10.2. Parish Improvements WG meeting 14th February @ 7:30pm in Stedham Memorial Hall

10.3. Jubilee Planning Group meeting 15th February @ 7:00pm in Stedham Memorial Hall

10.4. Rother_Stedham Mill WG meeting 21st February @ 7:00pm in Stedham Memorial Hall

10.5. Action List & DropBox Reviews – 28th February Time/Venue – TBA

Conclusion 9:15pm

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

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Action#	Description	Responsible	Date Raised
1	Copy notes to JF re advice on best way to get additional Public Bins in the Parish.	Clerk	10/02/2022
2	Request from resident that the Planning Notice for Tye Hill be moved to a more accessible position so the notice can be easily read.	Clerk	10/02/2022
3	Resident queried whether Council was aware that unrecorded footpaths and bridleways created before 1949 cannot be recorded after 1 January 2026. Council to ascertain whether there are any unrecorded footpaths within the Parish.	All	10/02/2022
4	Submit Phase 3 of improvement to the Common View Play Area. to SDNPA for CIL funding	Clerk	10/02/2022
5	Ascertain possible cost of replacing gates for Stedham Graveyard on a like for like basis and to include in submission to CIL if appropriate	Clerk	10/02/2022
6	Obtain quotes for replacement/refurbishment of Stedham Signpost and Stedham Entrance signs.	AH	10/02/2022
7	Contact Tree Officer for WSCC Highways to query possibility of planting Cherry Trees.	Clerk	10/02/2022
8	investigate feasibility of establishing a Youth Club in Stedham for the Parish	RC, MP	10/02/2022
9	AED Training sessions – rescheduled to Saturday 5 th March from 11:00am to 2:00pm in Stedham Memorial Hall. Prepare posters, leaflets etc	AH, SB	10/02/2022
10	Investigate provision of music for low key VE75+ 2 event	RC	10/02/2022
11	Queen's Jubilee celebrations. Formalise Parish Council requirements for funding and support	SB	10/02/2022
12	Take photographs of damaged parts of the Allotment fence for submission by Clerk to WSCC to facilitate request for repairs. Also, need to clearly establish where the boundary is between the Allotments and the neighbouring property.	AH, Clerk	10/02/2022
13	Arrange meeting with Warden to establish an agreement between the Council and Iping Church as to the respective responsibilities for grounds maintenance at the Church.	Clerk	10/02/2022
14	Confirm go-ahead to JRTRees for Iping Church tree work already quoted for	RC	10/02/2022