

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. 10/Year 3/19-23

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

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

In attendance: 0 members of the public

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

- 1. APOLOGIES FOR ABSENCE:** Madeline Pike, Hannah Burton, Kate O'Kelly WSCC
- 2. MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meeting on 10th February 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. RC raised request whether
 - 4.2. Kate O'Kelly WSCC – Report was read by SB. **ACTION:** All to read new TRO document which describes programme for getting small changes to the Highways TROs. **ACTION:** Clerk to include topic in next agenda.
- 5. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
 - 5.1. Request from SSA to erect sign on the Recreation Ground. **ACTION:** TS to confirm dimensions and proposed location. Clerk to confirm work can be completed under Permitted Development.
- 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:

Date	Who	What	Gross	VAT	NET
15/03/2022	Morag Birch	February Pay (Clerk) (£10.76/hour)	£ 301.28	£ -	£ 301.28
15/03/2022	Morag Birch	February Pay (RFO) (£10.76/hour)	£ 129.12	£ -	£ 129.12
15/03/2022	Morag Birch	February Expenses (Clerk)	£ 1.13	£ -	£ 1.13
15/03/2022	Mulberry & Co	2 x Training Courses	£ 84.00	£ 14.00	£ 70.00

SIPC resolved not to award grant of £300 as requested by KSS Air Ambulance Service. **ACTION:** Clerk to advise Service. **ACTION:** Clerk to draft policy for giving to charities and circulate for review.

7. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER)

7.1. NHB & CIL grants

CIL 2021/22 funds have been paid into SIPC bank.

SIPC resolved to confirm order to repaint existing Goal Posts(on Common View play area) and replace nets subject to agreeing colours for nets and posts. **ACTION:** Clerk

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SIPC confirmed that Playsafe Playgrounds should include supply of topsoil to create starting mound for Zip-Wire. **ACTION:** Clerk. **ACTION:** SB to confirm direction of pipes underneath manhole on the Recreation Ground.

Request for 2022/23 CIL grants for Phase 3 of improvement to the Common View Play Area and Parish Improvement project to provide marked walks within the Parish have been submitted.

- 7.2. Tree Planting – licenses to plant 5 x Cherry Trees in The Street have been applied for. **ACTION:** Clerk to confirm type of Cherry Tree which is grown in the UK can be used.
- 7.3. River Rother - **ACTION:** SB to send letter to EA asking for update re plans and timescales.
- 7.4. Monthly inspection of children's play areas & AED equipment – AH confirmed all okay.
- 7.5. AED Training sessions – Drop-in familiarisation session was run on 5th March. **ACTION:** SB, AH to arrange further sessions later in the year.

8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

8.1. Newsletter – next one should be available for distribution by 15th March.

8.2. Parish Events:

8.2.1. VE75+ 2 - **ACTION:** Clerk to ask Hall Committee whether they want to be involved in the event. Book Hall as fallback in case of bad weather. **RC** to confirm whether a band can be employed for the event. **SB** to complete preparation for installation of new bench ready for commemoration on the 8th May.

8.2.2. Queen's Jubilee 2022

ACTION: Clerk to request further clarification/detail of request from WI for £200 grant to provide Raffle prizes.

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

SIPC resolved to approve quote for replacement of gates at Stedham Graveyard. **ACTION:** Clerk, to confirm that gateposts do not need either replacement or re-setting.

ACTION: Clerk, AH to organise annual Risk Assessment

8.4. Lunch Club – No update

8.5. Litter Picking event to be arranged for 26th March. **ACTION:** Clerk, RC, AH

8.6. Review Action List. Ref: Item 408: Clerk/RC met with Iping Church Warden and Vicar to agree boundaries and responsibilities with regard to grounds maintenance. **ACTION:** Clerk to draft agreement for review by Council and Church.

9. PLANNING COMMITTEE(SIMON BARNARD)

9.1. **SDNP/22/00484/HOUS**

Location: The Rectory The Street Stedham GU29 0NQ

Proposal: Garage extension with new pitched roof

No Comment but request that SDNPA review the height of the structure with relation to the proximity of the property boundary. Also, request that an Arboriculture Assessment is undertaken to ensure the proposed works do not endanger the mature tree(T1) in the neighbouring property's garden. It is noted the application states that the scheme does not require any work on the tree(T1) but the Parish Council considers that the footings for the new garage may be an issue given their proximity.

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9.2. SDNP/21/05501/HOUS

Location: Bailey Cottage 15 The Street Stedham GU29 0NQ

Proposal: Proposed demolition of existing single storey rear extension and detached garage to be replaced with new single storey rear extension with internal alterations. New windows to be installed.

No Comment; but request that SDNPA review the scheme with regard to their Dark Skies policy. The Parish Council notes the proposal includes the use of automatic blackout blinds and would support the application if these are installed.

10. DATE OF NEXT MEETING:

10.1. SIPC Meeting 14th April 2022 @ 7:00pm in Stedham Memorial Hall

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

10.3. Action List & DropBox Reviews – 24th March 7:00pm - Venue – TBA

Conclusion 9:00pm

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

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Action#	Description	Responsible	Date Raised
1	Read new TRO document which describes programme for getting small changes to the Highways TROs. Include topic in next agenda.	All Clerk	10/03/2022
2	Request from SSA to erect sign on the Recreation Ground - confirm dimensions and proposed location. Confirm work can be completed under Permitted Development	TS Clerk	10/03/2022
3	Advise KSS Service not giving grant. Draft policy for giving to charities and circulate for review	Clerk	10/03/2022
4	Confirm order to repaint existing Goal Posts(on Common View play area) and replace nets subject to agreeing colours for nets and posts	Clerk	10/03/2022
5	Confirm Playsafe Playgrounds should include supply of topsoil to create starting mound for Zip-Wire.	Clerk	10/03/2022
6	Confirm direction of pipes underneath manhole on the Recreation Ground	SB	10/03/2022
7	Confirm with WSCC alternate type of Cherry Tree which is grown in the UK can be used.	Clerk	10/03/2022
8	Send letter to EA asking for update re plans and timescales for any planned works on the Rother within the parish	SB	10/03/2022
9	Arrange further AED/CPR training sessions later in the year	SB, AH	10/03/2022
10	Ask Hall Committee whether they want to be involved in the VE75+2 event. Book Hall as fallback in case of bad weather. Confirm whether a band can be employed for the event. Complete preparation for installation of new bench ready for commemoration on the 8 th May	Clerk RC SB	10/03/2022
11	Request further clarification/detail of request from WI for £200 grant to provide Raffle prize	Clerk	10/03/2022
12	Send photographs of damaged parts of the fence for submission by Clerk to WSCC to facilitate request for repairs. Also, need to establish where the boundary is between the Allotments and the neighbouring property	AH Clerk	10/03/2022
13	Confirm order for replacement of gates at Stedham Graveyard. Confirm that gateposts do not need either replacement or re-setting.	Clerk	10/03/2022
14	Organise annual Parish Risk Assessment	AH, Clerk	10/03/2022
15	Litter Picking event to be arranged for 26 th March	RC, Clerk	10/03/2022
16	Draft agreement for review by Council and Iping Church re boundaries and responsibilities with regard to grounds maintenance.	Clerk	10/03/2022