

# Stedham with Iping Parish Council

Chair: Simon Barnard

Clerk: Morag Birch

email: [clerk@stedhamwithiping-pc.gov.uk](mailto:clerk@stedhamwithiping-pc.gov.uk)

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

## MINUTES: Meeting of Stedham with Iping Parish Council - No. 8/Year 3/19-23

**Held on:** Thursday 13th January 2022 7:00pm at Stedham Memorial Hall

**Present:** Neil Read (Acting Chair)  
Ruth Cooper  
Terry Stevens  
Amanda Hollingshead

**In attendance:** 2 members of the public

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

1. **APOLOGIES FOR ABSENCE:** Judy Fowler CDC, Madeline Pike, Simon Barnard, Hannah Burton
2. **MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meeting on 9<sup>th</sup> December 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. Kate O'Kelly, WSCC – Copy of report attached.
  - 4.2. Gordon McAra & Judy Fowler, CDC – Copies of reports attached – Read out by the Clerk
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
  - 5.1. Request from resident that SIPC should work with other Parish Councils to demonstrate a co-ordinated view that the level of sewage being dumped into the River Rother is unacceptable.  
**ACTION:** Clerk to follow up
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
31/12/2021	Morag Birch	December Pay (Clerk) (£10.76/hour)	£ 301.28	£ -	£ 301.28
31/12/2021	Morag Birch	December Pay (RFO) (£10.76/hour)	£ 129.12	£ -	£ 129.12
31/12/2021	Morag Birch	December Expenses (Clerk)	£ 1.13	£ -	£ 1.13
10/01/2022	Morag Birch	Printer Paper (1 Box) x 75%	£ 14.32	£ 2.39	£ 11.93

6.3. AH checked paid in receipts as recorded in Cash Receipts book matched payments into SIPC Bank Account. **ACTION:** Clerk to provide count of items belonging to SIPC which can be sold.

6.4. Proposed budget for 2022/23 was reviewed(copy attached), main points as follows:

- Income: £25,350
- Expenditure Revenue: £25,175
- Expenditure Capital: £ 0
- Contingency(10% of Precept): £ 2,500
- Total Expenditure: £25,175
- Deficit: £ (2,325)
- Income includes a precept of £25,000 which is a 0% increase on the precept for 2021/22 and leads to a decrease of 1% on Council Tax Band D to £57.83.

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

**ACTION:** Clerk to confirm Precept requirements to CDC

## 7. AMENITIES & ENVIRONMENT COMMITTEE(RUTH COOPER)

7.1. NHB & CIL grants – NHB grant received into SIPC’s account

**ACTION:** Clerk to draft updated 2021/22 CIL submissions. Also, review previous quotes from other companies. Check what will be delivered with the Zip-wire.

**ACTION:** Clerk to draft new submissions for 2022/23 grants – have to be submitted by end of February. Forward copy of feedback from SDNPA re CIL submissions to Councillors and Parish Improvements WG.

7.2. River Rother/Stepping Stones – Working Group established and plans to meet on a monthly basis. Next meeting due 17<sup>th</sup> January. **ACTION:** Clerk to publish details of WG and its activity

7.3. Hedge and tree maintenance – **ACTION:** Clerk to formalise agreement with the new contractor. RC waiting further prices for purchase of Cherry Trees.

7.4. Parish Improvements – meeting arranged for 24<sup>th</sup> January.

7.5. Monthly inspection of children’s play areas & AED equipment – AH confirmed all okay. **ACTION:** Clerk to remind contractor about Annual Inspection.

7.6. AED Training sessions – Drop-in familiarisation session arranged for 29<sup>th</sup> January from 11:00am to 2:00pm in Stedham Memorial Hall.

## 8. PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

8.1. Newsletter – next one due to be published March 2022. **ACTION:** Clerk to set up meeting to agree Content

8.2. Parish Events – Queen’s Jubilee 2022 – **ACTION:** Clerk to arrange Planning Meeting on 20<sup>th</sup> January. **ACTION:** RC to contact Military Band re possible attendance on VE+2 Day

8.3. Lunch Club – HB waiting quotes from caterers.

8.4. **ACTION:** Clerk to arrange “How to use DropBox” session and review of Action List in February

8.5. **SIPC resolved that** Hannah Burton should be SIPC’s representative on the Stedham Hall Committee.

8.6. Review Action List. See item 8.4.

## 9. PLANNING COMMITTEE(SIMON BARNARD)

9.1. **SDNP/21/06142/LDP**

**Location:** Harlow House The Street Stedham Midhurst West Sussex GU29 0NQ

**Proposal:** Single storey rear extension, replacement rear first floor window and paving/decking.

**No Comment:** with the caveat that SDNPA include the installation of a blackout blind in the roof lantern, in accordance with their Dark Skies policy, as a condition of planning

## 10. DATE OF NEXT MEETING:

10.1. SIPC Meeting 10<sup>th</sup> February 2022 @ 7:00pm in Stedham Memorial Hall

**Conclusion 8:15pm**

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

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Action#	Description	Responsible	Date Raised
1	Work with other Parish Councils to demonstrate a co-ordinated view that the level of sewage being dumped into the River Rother is unacceptable	Clerk	13/01/2022
2	Provide count of items to AH belonging to SIPC which can be sold.	Clerk	13/01/2022
3	Confirm Precept requirements to CDC	Clerk	13/01/2022
4	Draft updated 2021/22 CIL submissions. Also, review previous quotes from other companies. Check what will be delivered with the Zip-wire	Clerk	13/01/2022
5	Draft new submissions for 2022/23 grants. Forward copy of feedback from SDNPA re CIL submissions to Councillors and Parish Improvements WG.	Clerk	13/01/2022
6	Publish details of River Rother/Stepping Stones WG and its activity	Clerk	13/01/2022
7	Formalise agreement with the new contractor for Hedge and tree maintenance	Clerk	13/01/2022
8	Remind contractor about Annual Inspection of play areas.	Clerk	13/01/2022
9	Set up meeting to agree March 2022 Newsletter Content	Clerk	13/01/2022
10	Arrange Planning Meeting for Queen's Jubilee event on 20 <sup>th</sup> January	Clerk	13/01/2022
11	Contact Military Band re possible attendance on VE+2 Day	RC	13/01/2022
12	Arrange "How to use DropBox" session and review of Action List in February	Clerk	13/01/2022