

# 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>

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## **MINUTES: Meeting of Stedham with Iping Parish Council - No. 7/Year 4/19-23**

**Held on: Thursday 13<sup>th</sup> October 2022 7:00pm at Stedham Memorial Hall**

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

**In attendance:** 0 members of the public

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

1. **APOLOGIES FOR ABSENCE:** Kate O'Kelly (WSCC), Madeline Pike
2. **MINUTES OF PREVIOUS MEETINGS:** **SIPC resolved** to approve the minutes for the SIPC Meetings on 16<sup>th</sup> August and 8<sup>th</sup> September for signature. The minutes of the Annual Parish Meeting (APM) on 22<sup>nd</sup> September 2022 which had been previously approved at the APM were also signed.
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 – Main points as follows:
    - Planning permission for a residential care home to be built at the Grange has been refused
    - CDC Climate change consultation – consultation closed on 13<sup>th</sup> October
    - CDC Financial Support – pamphlets are available **ACTION:** JF to deliver some to Parish
    - CDC is launching second round of enabling grant scheme for local businesses, it will be open until end November <https://www.chichester.gov.uk/enablinggrantscheme>
    - Midhurst Vision - display in The Grange leisure Centre until 21<sup>st</sup> October
    - Rural England Prosperity fund – CDC identified as eligible and has received an indicative award of £718,432. The fund is geared toward supporting projects which address the challenges faced by rural districts, in particular, poorer connectivity, lower productivity and poorer access to services. It can be used to fund capital projects only.
    - Chichester Christmas Market from 3<sup>rd</sup> to 23<sup>rd</sup> December
    - Fly-tipping – has slightly reduced compared to same time last year. Local agencies and organisations have set-up a Waste Crime Action group and are planning a week of action including use of specialist CCTV equipment. Comments from Councillors suggested that maybe if rules and charges were reduced, ie make it easier for people to dispose of their rubbish properly, fly-tipping and the associated clearance costs would reduce.
  - 4.2. Kate O'Kelly, WSCC – Copy of report attached. Discussion points as follows:
    - **ACTION:** Clerk to forward history of Footpath 916\_1 with regard to upgrading it to a cycle path to AH
    - **ACTION:** Clerk to clarify status of path which runs between Iping bus-top and School Lane.
5. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC**
  - 5.1. None
6. **FINANCE AND GENERAL PURPOSES COMMITTEE (AMANDA HOLLINGSHEAD)**
  - 6.1. Copies of Budget Status and Financial Summary are attached.

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- 6.2. **SIPC resolved to approve** the following items for payment/expenditure. **SIPC resolved to pay** £50 donation to the Royal British legion.

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/10/2022	Morag Birch	September Pay (Clerk) (£10.98/hour)	£ 307.44	£ -	£ 307.44
15/10/2022	Morag Birch	September Pay (RFO) (£10.98/hour)	£ 131.76	£ -	£ 131.76
15/10/2022	Morag Birch	September Expenses (Clerk)	£ 3.38	£ -	£ 3.38
22/09/2022	Morag Birch	Food & Drink for APM 22nd September	£ 79.05	£ 13.35	£ 65.70
30/09/2022	M H Kennedy	Grasscut September 2022	£ 435.08	£ 72.52	£ 362.56
13/10/2022	Zurich Insurance	Increase premium to cover new equipment(tbc)	£ 120.00	£ -	£ 120.00
13/10/2022	RBL Poppy Appeal	Purchase wreath or Donation (Wreath cost =£20).	£ 50.00	£ -	£ 50.00

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

- 7.1. Re-wilding project – 1000 wild Daffodil bulbs have been purchased and need to be put in relatively shady places. **ACTION:** RC to confirm locations and recruit volunteers. **TS** to provide map to show planting sites.
- 7.2. Cherry Trees for The Street –**ACTION:** SB/NR to confirm location of any cables/pipes. Suggested alternative location could be the Recreation Ground. **ACTION:** NR has volunteered to collect and dig holes, but needs to know locations.
- 7.3. Purchase & siting of cut Christmas Tree. **SIPC resolved to put** a cut tree in Common View in same location as last year. **ACTION:** Clerk to order tree(~10Ft). **ACTION:** HB to canvas Iping residents re. a cut Christmas tree.
- 7.4. **SIPC resolved to approve** request from Stedham Memorial Hall committee to use Recreation Ground on 17<sup>th</sup> December 2022 in the evening subject to receipt of appropriate Risk Assessment.
- 7.5. Monthly inspection of children's play areas & AED equipment – AH had confirmed, prior to the meeting, all okay and that AED had been returned and was back in place. **ACTION:** AH/SB to agree plan to re-certify Training Certificate.

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

- 8.1. Annual Parish Meeting 22<sup>nd</sup> September – It was agreed new format was a success and would be used next year. Main points as follows:
  - Consensus with regard to use of net receipts (£1182) from Jubilee Fete was for the Parish Council to retain £500 to create fund to host an annual or bi-annual fete and to divide the remainder between all community groups/organisations within the Parish. **ACTION:** Clerk to circulate list of organisation to Council for approval and then pay.
  - Need to confirm date for next year's fete, probably dependent on date of coronation
  - **ACTION:** SB to update River Rother Summary for inclusion in next Newsletter to ensure a wider circulation of information available. **SB** to investigate use of an on-line opinion survey.
- 8.2. November Newsletter content. **ACTIONS:** As follows:
  - Introduction, PC & APM - Clerk
  - Why do we need a PC – TS
  - Rules & Regulations re Footpaths
  - Update on fibre broadband – SB/TS
  - Rewilding – RC
  - Church Survey - MP to follow-up
  - School Article (tbc) - AH
  - Greybeard Motor cyclists – RC
  - Paragraph & Enclose copy of Rother opinion paper – SB
  - Thank you from Postman - Clerk
  - Events page – HB, Clerk
- 8.3. SDNPA CIL Grant – Clerk has requested quote for provision of completion of Phase 3 in Common View playground, suggested pieces of equipment are a see-saw and a rope climbing frame/roundabout **ACTION: ALL** - need suggestions for next year's grant requests. It was suggested

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that the old dome could be sold for scrap. **AH to confirm** whether dome can be dismantled. **AH to investigate provision** of picnic tables on Common View play area

- 8.4. Rother River WG – The working group has collected a lot of information re. what could/couldn't be done and what the requirements are to produce a healthy river. A summary of information available to date and potential solutions was produced and circulated at the Annual Parish Meeting to canvas views from parishioners to enable the Parish Council to properly represent the wishes of the Parish to the Environment Agency and other concerned parties. This document will be posted on the website, Facebook and included with next Newsletter.
- 8.5. Parish Improvement – Recommendations for repairs from playground inspection included use of wood preservative which is required for older pieces of equipment as they are made out of softwood. Waiting quote for remaining repairs.
- 8.6. Lunch Club - **ACTION:** HB to plan for inaugural Afternoon Tea party in January and investigate possible sponsorship. Need date for inclusion in Newsletter.
- 8.7. SDNP Consultation on Equestrian TAN – **ACTION:** SB to respond
- 8.8. Suggestion for memorial to Queen Elizabeth II to provide a focal point in the Parish. General consensus was not to provide one, it was considered that the Recreation Ground was a suitable focal point.
- 8.9. Purchase of a second defibrillator. **ACTION:** Clerk follow-up purchase of a second defibrillator. Possible location suggested as Iping Phone Box.
- 8.10. Historical PC documents – **ACTION:** Clerk to arrange sorting session etc
- 8.11. Review Action List – **ACTION:**
  - Clerk to request quote for required hedge work with priority given to any safety hazards.
  - Clerk to follow-up quote for repair of paving at post box
  - HB/SB to confirm who is purchasing ingredients for mulled wine for SSA Fireworks Night

## 9. PLANNING COMMITTEE(SIMON BARNARD)

### 9.1. SDNP/22/03372/HOUS

**Location:** The Sorrells School Lane Stedham West Sussex GU29 0NY

**Proposal:** Proposed new basement and ground floor alterations comprising of omitting the existing integral garage in favour of creating a new utility room and bedroom with en-suite shower room and replacing existing windows with new powder coated aluminium.

**No Objection:** SIPC would request SDNPA to confirm that the proposal does not exceed the 30% threshold in relation to the original NIA against the proposed scheme. We are concerned that a property with 8 double bedrooms is overdeveloped in its surroundings. We do not feel the property retains enough parking to support this level of occupancy, especially considering the parking pressure elsewhere in the immediate area. Furthermore we are concerned that the piecemeal nature of the applications on this property do not present a full picture of the intended final scheme.

### 9.2. SDNP/22/04285/TCA

**Location:** Cherry Tree Cottage The Street Stedham West Sussex GU29 0NQ

**Proposal:** Notification of intention to fell 1 no. Lawson Cypress tree (quoted as T1). Crown reduce by 2m (all round) on 1 no. Flowering Cherry tree (quoted as T2).

**No Comment**

### 9.3. SDNP/22/04330/HOUS

**Location:** Talbots Ash House Lane Stedham West Sussex GU29 0PX

**Proposal:** Installation of ground mounted solar panels.

**No Comment**

### 9.4. SDNP/22/04121/FUL

**Location:** The Vinery Iping Lane Iping West Sussex GU29 0PE

**Proposal:** Demolition of existing dwelling replaced with 1no. new dwelling, garden annex & swimming pool.

**No Objection:** SIPC recommend that as the lane connecting the highway to the property boundary is narrow, unadopted and shared with the adjacent properties, a logistics and materials management plan

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should form a part of the wider Constructions Management plan and should be shared, and preferably agreed, with the neighbours. This should include a condition survey of the lane and a damage reinstatement plan.

Given the elevated nature of the site we would recommend site radios are not permitted during external works to reduce disturbance to the adjacent properties.

## 10. DATE OF NEXT MEETING:

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

10.2. Litter Pick 19<sup>th</sup> November starting at 9:30am

**Conclusion 9:40pm**

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

Action#	Description	Responsible	Date Raised
1	Deliver CDC pamphlets to Parish re availability of Financial Support	Judy Fowler	13/10/2022
2	Forward history of Footpath 916_1 with regard to upgrading it to a cycle path to AH	Clerk	13/10/2022
3	Clarify status of path which runs between Iping bus-top and School Lane	Clerk	13/10/2022
4	Confirm potential sites for planting daffodil bulbs and recruit volunteers. Provide map to show planting sites.	RC TS	13/10/2022
5	Planting Cherry Trees - confirm location of any cables/pipes. Suggested alternative location could be the Recreation Ground. NR has volunteered to collect trees and dig holes, but needs to know locations.	SB, NR	13/10/2022
6	Order cut Christmas tree(~10Ft). Canvas Iping residents re. a cut Christmas tree.	Clerk HB	13/10/2022
7	Circulate list of local organisations to Council for approval and then pay share of Jubilee Fete receipts	Clerk	13/10/2022
8	Update River Rother Summary for inclusion in next Newsletter to ensure a wider circulation of information available. Also investigate use of an on-line opinion survey.	SB	13/10/2022
9	Need suggestions for next year's CIL grant requests. It was suggested that the old dome could be sold for scrap. Confirm whether dome can be dismantled. Investigate provision of picnic tables on Common View play area	All AH AH	13/10/2022
10	Plan for inaugural Afternoon Tea party in January and investigate possible sponsorship. Need date for inclusion in Newsletter	HB	13/10/2022
11	Respond to SDNP Consultation on Equestrian TAN	SB	13/10/2022
12	Follow-up purchase of a second defibrillator. Possible location suggested as Iping Phone Box.	Clerk	13/10/2022
13	Historical PC documents –arrange sorting session etc	Clerk	13/10/2022