

Stedham with Iping Parish Council

Chair: Tony Hubbard

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

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

MINUTES: SIPC Meeting of Stedham with Iping Parish Council - No. 16/Year 1/19-23

Held on: Wednesday 20th May 2020 6:00pm - On-line Video Meeting

Present: Simon Barnard (Acting Chair)
David Edmondson
Neil Read
Terry Stevens

In attendance: Maximum of 7 (2 left after Item 6)

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

1. ELECT TEMPORARY CHAIR

In the absence of both Chair and Vice-Chair, David Edmondson opened the meeting and confirmed the Vice-Chair(Mrs L Petrie) had resigned(15th April 2020) and resignation from the Chair (Mr T Hubbard) was expected shortly.

SIPC resolved that Simon Barnard should stand-in as temporary Chair for the meeting

2. APOLOGIES FOR ABSENCE: Amanda Hollingshead, Ruth Cooper

3. MINUTES OF PREVIOUS MEETINGS: **SIPC resolved** to approve the minutes for SIPC virtual meeting on 26th March 2020. Minutes to be signed at the next actual meeting. **ACTION:** Clerk

4. DECLARATIONS OF INTEREST: Members of the Council each confirmed there had been no change in their Register of Interests.

5. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

5.1. A Parishioner requested publication of a confidentiality agreement that he understood had been signed by all Councillors with regard to discussion of matters relating to the Employment Tribunal prior to that Tribunal taking place. It was confirmed by the Council that such an agreement did not exist. It was acknowledged that the Council had refused to answer some queries relating to the dispute citing confidentiality but this related to advice from the Council's legal representative not to discuss the matter outside court circles and, further to this, the matter related to an employment dispute and as such the Council considered it should be treated as confidential. [Ref: Arnold Baker on Local Council Administration 10th Edition Page 57, Ch E 7.6 (a), (c) & (d)]

5.2. The Council concurred with the Parishioner that it was very regrettable that the matter was not resolved out of court. Attempts to reach a settlement with Mrs Crawford had been made by the Council initially via grievance meetings and subsequently via ACAS but without success.

5.3. The Council maintained that it had been correct not to discuss the dispute or a possible settlement agreement with anyone other than Mrs Crawford or her designated representative

5.4. The Council had decided, based on the evidence available, advice from two solicitors and confirmation from the Council's insurance company that any costs would be covered, to defend the case. A consequence of this was that if the Council subsequently decided to settle out of court any costs would have to be paid by the Council out of public funds.

5.5. A second Parishioner, a former Parish Councillor at the time of Mrs Crawford's resignation, clarified that the first grievance meeting, which had been arranged by members of the Council with representatives of Surrey & Sussex Association of Local Councils(SSALC), had not taken place as the SSALC representatives could not, in the event, attend. He also expressed concern that the Council had not taken up his suggestions to "just talk" to Mrs Crawford. He hoped the Council would take time to understand what had gone wrong at a broader level as he was concerned that the matter had seemed to escalate very quickly into a formal, legal dispute involving ACAS etc.

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6. EMPLOYMENT TRIBUNAL

SIPC resolved to accept the draft statement, with regard to events leading up to the Employment Tribunal, as prepared by the Working Group and that it should be published on SIPC's website. **ACTION:** Clerk to post statement and accompanying documents onto the website.

7. FINANCE AND GENERAL PURPOSES COMMITTEE

- 7.1. SIPC accounts for 2019 – 2020 are currently with the Internal Auditor for review. A copy of the Budget Status spreadsheet as sent to the Internal Auditor is attached
- 7.2. There was no expenditure requiring approval, all payments had been approved via email and were up to date.
- 7.3. The contract for grass-cutting in the Parish had been awarded to new contractors. The first cut had already been completed.

8. PLANNING COMMITTEE

8.1. SDNP/20/01567/CND

Location: Minsted Sandpit Minsted Lane Minsted Stedham West Sussex GU29 0JH

Proposal: Variation of Condition 22 of Planning Approval SDNP/13/06169/ROMP to allow further information required to be submitted prior to commencement

The Council recommend that existing conditions remain, the application for a variation is denied and SDNPA move to enforcement on the existing conditions.

The applicant has a history of failing to submit required information in a timely manner and the Council believe that they have had adequate opportunity to undertake the required survey works. The Council believe that amending the condition would remove the reasonable time requirement for the provision of required information, enabling the applicant to effectively act as they see fit.

8.2. SDNP/20/01757/CND

Location: Cedar Cottage School Lane, Stedham, GU29 0NZ

Proposal: replacement of existing conservatory with timber structure. Extension to rear(north) and east elevations. Addition of open porch. Changes to fenestration.

No Objection: But with the request that SDNPA confirm the overall size of the new development is appropriate and that the skylight is in line with SDNPA's Dark Skies policy

9. PARISH COUNCIL RESPONSE TO CORONA VIRUS

SIPC distributed a letter to all residents of the Parish on 8th April mainly asking for volunteers to help during the lockdown and requests for assistance. Several people have replied offering help but there has not been any request for help since the letter was issued. The Clerk had asked the local postman to advise if he was aware of anyone who may need assistance but there had been no feedback as yet.

10. AMENITIES & ENVIRONMENT COMMITTEE

- 10.1. It was agreed to follow-up the requirements for the NHB submission for 2020 over the next few weeks. **ACTION:** Clerk, SB

11. DATE OF NEXT MEETING:

- 11.1. SIPC agreed to revert to the normal meeting schedule of the second Thursday of each month, as such the next meeting will be on 11th June followed by 9th July
- 11.2. Subject to no further relaxation of lockdown rules both meetings will be held on-line and will start at 6:00pm. **ACTION:** Clerk

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Conclusion 7:00pm

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

Action#	Description	Responsible	Date Raised
1	Post statement with regard to events leading upto the Employment Tribunal, as prepared by the Working Group, together with accompanying documents onto SIPC's website.	Clerk	20/05/2020
2	Follow-up the requirements for the NHB submission for 2020 over the next few weeks.	Clerk, SB	20/05/2020