

Stedham with Iping Parish Council

Chair: Ruth Cooper

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 3/23-27

Held on: Thursday 12th March 2026 7:00pm at Stedham Memorial Hall

Present: Ruth Cooper (Chair)
Terry Stevens
Hannah Burton
Jeff Blackett
Kenneth Yeates

In attendance: 4 members of the public.

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

1 APOLOGIES FOR ABSENCE: Victoria Ashdown

2 MINUTES OF PREVIOUS MEETINGS: SIPC resolved to approve the minutes of the SIPC meetings on 8th January 2026 for signature.

3 DECLARATIONS OF INTERESTS: None

4 REPORT FROM WSCC:

- 4.1 WSCC – copies of reports attached – Appendix 1 contains schedule for the elections in May 2026. SIPC resolved to send a letter to SDNPA supporting removal of the Angel wall to facilitate development of the site behind while minimising disruption to Midhurst. If the Angel wall remains in place cranes would be required for development increasing the time required by 3 to 5 times.
YG agreed to follow-up repairs to A272 at the Elsted/Iping crossroads

5 INTRODUCTION TO NATIONAL TRUST “WOOLBEDING REIMAGINED” PROJECT

- 5.1 The Project Manager and Lead Ranger responsible for the development of the National Trust Woolbeding estate presented an update of what has been happening and what is planned for the estate. The whole estate is about 534 hectares, a map of the area and further details of the project can be found here:

<https://www.nationaltrust.org.uk/visit/sussex/woolbeding-countryside/woolbeding-reimagined-conservation-project>

The central aim of the Woolbeding Reimagined project is to prioritise nature recovery across the estate. At the same time, the project seeks to ensure public access is maintained, allowing visitors and the local community to continue enjoying the natural environment whilst supporting conservation efforts.

6 TO RECEIVE APPLICATIONS FOR THE OFFICE OF PARISH COUNCILLOR AND CO-OPT A CANDIDATE TO FILL AN EXISTING VACANCY

- 6.1 Candidate Diane Walkington gave a summary of her background and reason for wanting to join the Parish Council
6.2 SIPC resolved to co-opt Diane Walkington on to the Parish Council.
6.3 Diane Walkington and the Clerk signed the Declarations of Acceptance of Office
6.4 Diane Walkington was duly declared members of the Council.

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7 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC:

- 7.1 Stedham Memorial Hall had proposed a joint meeting with the PC to provide a venue for the local police to give a presentation on safety. It was agreed it would be part of the Annual Parish Meeting, a statutory meeting for local electors which should assemble annually between 1st March and 1st June and would be held on 19th May starting at 7:00pm. **ACTION:** Clerk to book Hall and follow-up whether NT would like to give further update on the Woolbeding Project. SMH to provide advertising poster.

8 FINANCE AND GENERAL PURPOSES

- 8.1 The Budget Status and Financial Summary were reviewed. Copies are attached.
- 8.2 **SIPC resolved to approve** items in the following table for payment/expenditure. RC signed copy of SIPC's Bank Statement dated 27th February 2026 in confirmation that bank transactions as included in Financial Reports reconcile to said Statement. **ACTION:** RC to agree detailed mowing requirements and query use of herbicides for removal of weeds. **ACTION:** Clerk to request possible alternative seats so councillors can choose.

Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/03/2026	Morag Birch	February Pay (Clerk) (£13.13/hour)	£ 367.64	£ -	£ 367.64
15/03/2026	Morag Birch	February Pay (RFO) (£13.13/hour)	£ 157.56	£ -	£ 157.56
15/03/2026	Morag Birch	February Expenses (Clerk)	£ 2.25	£ -	£ 2.25
15/03/2026	HMRC	Employer NICs Month 12	£ 16.23	£ -	£ 16.23
01/02/2026	Morag Birch	File binders for archiving	£ 5.96	£ 0.99	£ 4.97
23/03/2026	M H Kennedy & Son	Quote for 2026 - 2027	£ 685.60	£ 114.26	£ 571.34
12/02/2026	Playsafe Playgrounds Ltd	Replacement cradle seats for swing set on Recreation Ground	£ 410.00	£ 82.00	£ 492.00

- 8.3 **SIPC resolved to accept update** to Financial Regulations Correction **ACTION:** Clerk to update document and post on website
- 8.4 End of Year 2025-26 Preparation. **ACTION:** TS, RC volunteered to inspect items/assets in the Parish Risk Assessment list. Clerk to send out Risk Assessment list so councillors can volunteer to inspect a smaller number of specific items.
- 8.5 New Website – Progress being made on incorporation of the Graveyard map.

9 AMENITIES & ENVIRONMENT (RUTH COOPER).

- 9.1 Monthly inspection of play areas, TS and RC confirmed all okay. **SIPC resolved to remove** suggestion boxes but keep them to be installed again at a later time. **ACTION:** TS to organise repair of bench on Recreation Ground. AED equipment in Stedham and Iping also confirmed as checked and okay.
- 9.2 Beelines Project – Scarifying and seeding have both been completed. **ACTION:** Clerk to request reimbursement of monies spent on Beeline project to date.
- 9.3 River Rother – Rivers Trust for West Sussex – DW volunteered to be new contact, **ACTION:** Clerk to forward details.

10 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 10.1 Last Month's Actions - reviewed, updated and outstanding items added to main Action List. Items to be addressed:
- HB to review current status of trees compared to tree report completed in ????

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- Litter Picking date changed from 22nd March to 19th April. **ACTION:** Clerk to order picking equipment.
 - **ACTION:** Clerk to order new tank, RC to contact local plumber to install. (Note: Old bath to be taken by HB)
- 10.2 Annual Parish Meeting / Joint meeting with SMH – dealt with under Item 5
- 10.3 Replacement Notice Boards – **ACTION:** TS to make recommendations so decision can be made during April meeting.
- 10.4 SIPC FaceBook handover - **ACTION:** Clerk to discuss ongoing maintenance of FB page.
- 10.5 Parish Newsletter – HB confirmed she no longer had time to produce the Newsletter. KY volunteered to take on role. **ACTION:** HB and KY to discuss/agree handover of responsibility for production of Newsletter. The PC thanked HB for her hard work on the Newsletter.
- 10.6 SDNPA – call for projects for CIL funding 2025/26. Deadline 31st March. RC suggested more benches and information boards on Stedham Common. Also, landscaping of area next to Notice Board in Iping. HB suggested a community orchard. All to generate ideas and forward to clerk. **ACTION:** Clerk to raise Expressions of Interest
- 10.7 Discuss and finalise SIPC's formal position on Remembrance Services within the Parish - **SIPC resolved** by a majority vote (3 for, 1 abstention & 1 against) not to adopt a formal resolution regarding the organisation of Remembrance Services. This decision reflects the Council's commitment to maintaining neutrality and ensuring that it remains representative of the views and diversity of the parish. By refraining from stipulating or endorsing any particular arrangements or venues for Remembrance Services, the Council acknowledges the importance of allowing individual and community preferences to guide how such events are observed.

11 PLANNING

- 11.1 National Planning Policy Framework (NPPF) – JB reported on forthcoming changes to the NPPF and the impact it may have on Parish Councils. **ACTION:** JB to create a small group to review the updated NPPF when available with particular reference to its impact on SIPC's Neighbourhood Plan
- 11.2 **SDNP/ 26/00661/TCA**
Location: Stedham Hall Man Co Limited, Mill Lane, Stedham, West Sussex, GU29 0PS
Proposal: Notification of intention to fell 1 no. Conifer tree (T1).
No Comment.
- 11.3 **SDNP/26/00150/LDE**
Location: 24 Lavender Row, Stedham, West Sussex, GU29 0NS
Proposal: Existing use of a detached outbuilding as ancillary residential accommodation (annex) in connection with the main dwellinghouse
No Comment

12 DATE OF NEXT MEETINGS:

- 12.1 SIPC Ordinary Meeting – 9th April 2026 @ 7:00pm in Stedham Memorial Hall
- 12.2 Annual Parish meeting – 19th May 2026 – joint meeting with Stedham memorial Hall

Conclusion 21:10

CHAIR: **DATE:**

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Action#	Description	Responsible	Date Raised
1	Annual Parish Meeting: Book Hall and follow-up whether NT would like to give further update on the Woolbeding Project. SMH to provide advertising poster.	Clerk	12/03/2026
2	Agree detailed mowing requirements and query use of herbicides for removal of weeds.	RC	12/03/2026
3	Request possible alternative cradle swing seats so councillors can choose	Clerk	
4	Financial Regulations Correction - update document and post on website	Clerk	12/03/2026
5	End of Year 2025-26 Preparation: Volunteers to inspect items/assets in the Parish Risk Assessment list. Send out Risk Assessment list so councillors can volunteer to inspect a smaller number of specific items.	RC, TS Clerk	12/03/2026
6	Organise repair of bench on Recreation Ground.	TS	12/03/2026
7	Request reimbursement of monies spent on Beeline project to date.	Clerk	12/03/2026
8	Volunteer to be new contact. Forward details.	DW Clerk	12/03/2026
9	Order Litter Picking equipment for 19 th April	Clerk	12/03/2026
10	Replacement Notice Boards –make recommendations so decision can be made during April meeting	TS	12/03/2026
11	Discuss ongoing maintenance of FB page.	Clerk, VA	12/03/2026
12	Discuss/agree handover of responsibility for production of Newsletter.	HB, KY	12/03/2026
13	SDNPA CIL Funding - Deadline 31 st March. Generate ideas and forward to clerk. Raise Expressions of Interest	All Clerk	12/03/2026
14	National Planning Policy Framework (NPPF) Create a small group to review the updated NPPF when available with particular reference to its impact on SIPC's Neighbourhood Plan	JB	12/03/2026