

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. 10/Year 3/23-27

Held on: Thursday 9th April 2026 7:00pm at Stedham Memorial Hall

Present: Ruth Cooper (Chair)
Jeff Blackett
Diane Walkington
Kenneth Yeates

In attendance: 1 member 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 12th March 2026 for signature.

3 DECLARATIONS OF INTERESTS: JB and DW declared potential conflict of interest with regard to Item 9.1 Planning Application SDNP/ 26/ 00835/HOUS, both are close neighbours of the property. It was agreed neither would participate in either the discussion or decision on the application.

4 REPORTS FROM WSCC AND CDC:

4.1 No reports.

5 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC:

5.1 A resident queried whether the PC was aware that the NT was fencing the footpath along the River Rother opposite Stedham Hall and, in particular, why are they placing fencing on the river side of the footpath. The PC was aware the National Trust would be erecting fences and gates as part of the Woolbeding Reimagined Project.
<https://www.nationaltrust.org.uk/visit/sussex/woolbeding-countryside/woolbeding-reimagined-conservation-project> . Representatives from the Woolbeding project would be providing an update on the project at the Annual Parish Meeting on 19th May 2026.

6 FINANCE AND GENERAL PURPOSES

6.1 The Budget Status and Financial Summary were reviewed. Copies are attached.

6.2 **SIPC resolved to approve** items in the following table for payment/expenditure. RC signed copy of SIPC's Bank Statement dated 1st April 2026 in confirmation that bank transactions as included in Financial Reports reconcile to said Statement. **SIPC resolved to pay** the invoices as shown below and the continuing subscription to SLCC. **SIPC also resolved to award grant of £150** to the Midhurst's Area Women's Group to publish a book about local women who have excelled in their field but largely been forgotten over time. **ACTION:** Clerk to raise payment of grant.

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Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/04/2026	Morag Birch	March Pay (Clerk) (£13.13/hour)	£ 367.64	£ -	£ 367.64
15/04/2026	Morag Birch	March Pay (RFO) (£13.13/hour)	£ 157.56	£ -	£ 157.56
15/04/2026	Morag Birch	March Expenses (Clerk)	£ 14.18	£ -	£ 14.18
15/04/2026	HMRC	Employer NICs Month 1 (2026-27)	£ 16.23	£ -	£ 16.23
18/03/2026	Morag Birch	Spare AED Pads - Stedham	£ 75.18	£ 12.53	£ 62.65
27/03/2026	Playsafe Playgrounds	2 x Cradle swing seats	£ 492.00	£ 82.00	£ 410.00
01/04/2026	Stedham memorial Hall	Hall Hire 1st January to 31st March 2026	£ 101.25	£ -	£ 101.25
01/05/2026	SLCC	Annual Subscription 2026-27 (Estimate)	£ 160.00	£ -	£ 160.00
06/04/2026	Grant Request	Book - Midhurst Area Womens' History	£ 150.00		£ 150.00

- 6.3 **ACTION:** Clerk to prepare documentation in readiness for Internal Audit due 1st May and External Audit due before 1st July.

7 AMENITIES & ENVIRONMENT (RUTH COOPER).

- 7.1 Monthly inspection of children's play areas. – RC confirmed all okay.
- 7.2 AED Monthly Status – confirmed on The Circuit website both AED's show as "Available"
- 7.3 Himalayan Balsam – SDNPA Removal Project – RC attended course on 21st March to learn about the problems Himalayan Balsam(HB) causes and SDNPA plans to eradicate it with help from local councils and action groups and riparian owners. HB is an invasive, non-native plant which mainly grows along riverbanks. It is an annual plant which grows vigorously during spring and summer months. This aggressive behaviour allows HB to swamp and overwhelm native plant species. Native insects love it and pollinate the HB in detriment to the native plants. It dies back in the winter and leaves the riverbank bare, and open to erosion. This will be a long-term project, probably over the next 5years. During the course, participants received an Information Pack and toolkit containing essential equipment, including cutting tools, lifelines and pressure washers necessary for the removal of the Balsam. The information pack will be circulated to all the councillors, starting with DW, so everyone can review its contents before the next meeting. **ACTION:** All to take the opportunity when out walking to note the location and quantity of HB. This observational data will inform the development of a practical and effective strategy for tackling the issue within the Parish.

8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Last Month's Actions - reviewed, updated and outstanding items added to main Action List. Items to be addressed:
- DW had made contact with the Rivers Trust for West Sussex and a meeting arranged. Existing problems related to the river were identified as follows:
 - Automated sluices at Stedham Mill which tend to fail during bad weather, just when they are needed
 - Stedham Mill is a block to any fish moving upriver
 - The land surrounding the River Rother is highly erodible sandy soil combined with alluvial soils in the floodplain making it one of the most erodible catchment areas in the UK leading to significant run-off and sedimentation.
- 8.2 Annual Parish Meeting will be a joint meeting with Stedham Memorial Hall on 19th May
- 8.3 Housing needs survey – ended on 1st April but will accept returns for another 2weeks. Current response rate is about 16%.
- 8.4 Replacement Notice Boards – **ACTION:** All to review TS's summary for discussion/decision during the next meeting. Clerk had applied for a £5000 CIL grant.

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- 8.5 SIPC FaceBook handover - **ACTION:** Clerk to discuss ongoing maintenance of FB page. It was suggested PC should advertise more on the village on FB, including PC meeting dates.
- 8.6 Parish Newsletter – **ACTION:** HB and KY to discuss/agree handover of responsibility for production of Newsletter.
- 8.7 SDNPA – call for projects for CIL funding 2025/26. Clerk raised an Expression of Interest for funding of the Notice Boards

9 PLANNING

9.1 SDNP/26/ 00835/HOUS

Location: The Old Stables, Minsted Road, Minsted, Stedham, West Sussex, GU29 0JN

Proposal: Construction of new basement, and glass link lean-to for access

Support

9.2 SDNP/26/ 00859/DCOND

Location: Land East Of Kaponga Tote Hill Stedham West Sussex GU29 0QJ

Proposal: Discharge of Conditions 3 (soft landscaping), 5 (hard landscaping), 28 (gate details) and 30 (glazing details) of planning permission SDNP/23/05164/FUL (Note: SDNP/23/05164/FUL – PC decision was - No Comment)

No Comment

10 DATE OF NEXT MEETINGS:

- 10.1 SIPC Annual Meeting – 14th May @ 6:30pm in Stedham Memorial Hall
- 10.2 SIPC Ordinary Meeting – 14th May 2026 @ 7:00pm in Stedham Memorial Hall
- 10.3 Annual Parish meeting – 19th May 2026 @ 7:00pm in Stedham Memorial Hall

Conclusion 20:15

CHAIR: **DATE:**

Action#	Description	Responsible	Date Raised
1	Raise payment of £150 grant to the Midhurst's Area Women's Group to publish a book about local women who have excelled in their field	Clerk	09/04/2026
2	prepare documentation in readiness for Internal Audit due 1 st May and External Audit due before 1 st July	Clerk	09/04/2026
3	Take the opportunity when out walking to note the location and quantity of HB.	All	09/04/2026
4	Replacement Notice Boards –review TS's summary for discussion/decision during the May meeting.	All	09/04/2026
5	SIPC FaceBook handover - discuss ongoing maintenance of FB page	Clerk	09/04/2026
6	Parish Newsletter - HB and KY to discuss/agree handover of responsibility for production of Newsletter.	HB, KY	09/04/2026