

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. 2/Year 4/23-27

Held on: Thursday 11th June 7:00pm at Stedham Memorial Hall

Present: Ruth Cooper (Chair)
Victoria Ashdown
Jeff Blackett

In attendance: 0 members of the public.

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

- 1 **APOLOGIES FOR ABSENCE:** Terry Stevens, Diane Walkington, Ken Yeates
- 2 **MINUTES OF PREVIOUS MEETINGS:** SIPC resolved to approve the minutes of the SIPC Annual and Ordinary meetings held on 14th May for signature.
- 3 **DECLARATIONS OF INTERESTS:** Members of the Council each confirmed there had been no change in their Register of Interests.
- 4 **REPORTS FROM WSCC AND CDC:**
 - 4.1 WSCC Report – main points as follows:
 - Parish Council reports will be standardised to ensure all parishes receive the same information, local parish matters will
 - Subsequent to the May elections Liberal Democrats formed an alliance with Greens, Labour and single Independent as Chair. The aim is to create a more collaborative council.
 - Yvonne Gravelly will be on the Adult Services, Sussex Police & Crime and Planning Appeals panels
 - The Angel, Midhurst – repairs have started at the rear of the buildings adjacent to the Angel. Permission has been given to apply for listed building consent to demolish the front wall of the hotel. Plans for removing the wall and replacement buildings should be available in July.
 - Midhurst has entered the Town of Culture competition with first prize of £3million and 2 runner-up prizes of £250,000. All short-listed towns will receive £60,000 to put a bid together.
- 5 **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC:**
 - 5.1 JB advised he had written to SDNPA querying status of Minsted Sandpit. SDNPA responded that Dudman's would be required to restore the Sandpit by 1st December 2026.
- 6 **FINANCE AND GENERAL PURPOSES**
 - 6.1 The Budget Status and Financial Summary were reviewed. Copies are attached. SIPC resolved to approve the transfer of £600 from GM11 Parish Improvements to COMMS07 Tea Club, to correct the omission of a Tea Club budget allocation.
 - 6.2 SIPC resolved to approve items in the following table for payment/expenditure. RC signed copy of SIPC's Bank Statement dated 1st June 2026 in confirmation that bank transactions as included in Financial Reports reconcile to said Statement. **ACTION:** Clerk to raise payments.

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Invoices/Expenditure requiring approval					
Date	Who	What	Gross	VAT	NET
15/06/2026	Morag Birch	May Pay (Clerk) (£13.26/hr)	£ 371.32	£ -	£ 371.32
15/06/2026	Morag Birch	May Pay (RFO) (£13.26/hr)	£ 159.14	£ -	£ 159.14
15/06/2026	Morag Birch	May Expenses (Clerk)	£ 12.60	£ -	£ 12.60
15/06/2026	HMRC	Employer NICs Month 2 (2026-27)	£ 17.02	£ -	£ 17.02
18/04/2026	Morag Birch	Printer Paper(Double sided	£ 9.99	£ 1.67	£ 8.32
31/05/2026	M H Kennedy & Son	2 x Grasscut May 2026	£ 1,107.52	£ 184.58	£ 922.94

- 6.3 Clerk confirmed Notice of Public Rights and unaudited accounts for 2025-26 had been posted as required.

7 AMENITIES & ENVIRONMENT (RUTH COOPER).

- 7.1 Monthly inspection of children's play areas. – RC confirmed all okay. RC included update for SIPC annual Risk Assessment
- 7.2 Clerk confirmed online that AED's show as "Available"
- 7.3 Himalayan Balsam – Clerk and RC met with owner of Bridgefoot to discuss SDNPA's suggestion to run a training session for the removal of HB. It was agreed Clerk should respond to SDNPA confirming both owner of Bridgefoot and the Parish Council were keen to support the endeavour but as an educational not training session. Copy of letter is attached. **SIPC resolved to put up** some notices along the Rother within the parish explaining what HB is, why it is a problem and how it can be removed. **ACTION:** Clerk and RC to draft appropriate notice
- 7.4 Parking in Common View. Previous action for Clerk was to write to WSCC and Hyde raising potential problems of parked cars blocking access for emergency vehicles. **ACTION:** Clerk to follow up process via Chichester District Council. The Parish Council and Hyde had reported cars parked illegally. **ACTION:** Council to follow up. It was noted a possible negative outcome would be that the parking issue would move elsewhere.
- 7.5 The Regulation 19 public consultation of the Proposed Submission South Downs Local Plan is live until 23:59pm on Tuesday 23 June 2026. The Authority has prepared a draft Open Space Study and interactive map to inform the Proposed Submission Local Plan, in particular Policy SDG3 (Public Open Space, Sports and Recreational Facilities). The draft study and interactive map can be found on SDNPA's website here: <https://www.southdowns.gov.uk/planning-policy/new-south-downs-local-plan/evidence-base/communities/open-space-and-play-spaces/>. Copy of letter attached.
- 7.6 Copy of "Letter to Parish Councils from Eco Rother Action (ERA)" is attached. **SIPC resolved to** award £160 in support of ERA's work. **ACTION:** Clerk to confirm which organisation is responsible for advising and warning local residents about the presence of E. coli.

8 PARISH ACTION PLANS & CORRESPONDENCE(CLERK)

- 8.1 Last Month's Actions - reviewed, updated and outstanding items added to main Action List. Key updates to outstanding actions as follows:
- Clerk to arrange meeting with VA to discuss/agree plan for maintaining SIPC Facebook
 - Consider date for Autumn Litter Pick
 - Order new water tank for Allotments
- 8.2 Housing needs survey – draft report reviewed, Council agreed to include requirements in SIPC's strategic plan
- 8.3 Replacement Notice Boards – discussion postponed until July meeting.
- 8.4 Date for Harvest Tea Club agreed as 12th August
- 8.5 Local PCs – Working Together – meeting of Clerks to be arranged before end June
- 8.6 SIPC FaceBook – see 8.1.

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9 PLANNING

- 9.1 Replacement of fallen tree in Stedham Graveyard – due to be removed week commencing 15th June. The Parish Council is required to plant a replacement tree as the graveyard is within a Conservation area. The species type and location will have to be approved by the CDC Tree Officer. **ACTION:** RC & JB to consider and suggest tree type and position.

10 DATE OF NEXT MEETINGS:

- 10.1 SIPC Ordinary Meeting – 9th July 2026 @ 7:00pm in Stedham Memorial Hall

Conclusion 20:30

CHAIR: **DATE:**

Action#	Description	Responsible	Date Raised
1	Display notices along the Rother within the parish explaining what Himalayan Balsam is, why it is a problem and how it can be removed – safely. Draft appropriate notice	RC, Clerk	11/06/2026
2	Parking in Common View - follow up process via Chichester District Council. The Parish Council and Hyde had reported cars parked illegally. Follow-up outcomes.	Clerk RC	11/06/2026
3	Confirm which organisation is responsible for advising and warning local residents about the presence of E. coli.	Clerk	11/06/2026
4	Consider and suggest tree type and position for replacement of felled hazel tree	RC, JB	11/06/2026