

BODIAM PARISH COUNCIL

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Minutes of the Meeting of the Parish Council held on Monday 6th of January at 7.00 p.m. in Bodiam Parish Room

Present:

Councillors, Richard Mitchell, Chairman, Graham Peters, Barbara Napper, Linda Stevens, Christine Burgess (Clerk).

1/2020 Apologies for Absence

None

2/2020 Disclosure of Interests

It was resolved that Councillors declare Budget interests at each item.

3/2020 Minutes of Meeting 9th December 9

The minutes, which had previously been distributed were approved and signed by the Chairman as a true record.

4/2020 Annual Reviews

(a) Risk Assessment

The risk assessment on all assets and activities was reviewed and updated. The extended risk assessment for the Recreation Ground was updated and the Fire risk assessment reviewed and updated. Electrical Check was carried out in May 2019. Cllr Mitchell confirmed that the fire extinguishers were serviced in the Pavillion January 2019.

Actions: Copy of Deeds to be obtained from Buss Murton for Recreation Ground.

Clerk to check Zurich Insurance for Public liability figure (renewal June 2020)

Printer to be removed from list.

Resolution: Cllr Mitchell will arrange for an electrician to inspect the Pavillion.

(b) Employees contracts

The Council reviewed the contract and pay of the Clerk and the Caretaker/Cleaner.

Resolution: The Clerks rate of pay to be increased by £0.60p per hour to £15.60.

The Caretaker/Cleaner's rate of pay to be increased by 0.40p to £9.90 per hour from 1st January 2020.

Minutes signed as a true record.....Dated.....

(c) Contracts**i Grass Cutting**

Last January the Clerk had displayed a notice on the notice board inviting Quotations for the mowing of the Recreation Ground, the Village Green and the War Memorial Areas. Three quotes were submitted and Kent County Council Landscape Services Quote was accepted. They have quoted again this year and it is still more competitive than the other company's submissions last year.

Resolution : Contract to be accepted from Landscape Services for a further year. New quotes to be sought again January 2021.

ii Internal Audit

It was resolved that the Clerk would contact Mr T Barrett to verify if he was happy to continue to internally audit the Parish Council Accounts at a rate of £27.00 per hour and to report back at the next Parish Council Meeting.

(d) Income and Charges for Recreation Ground Bookings

The Council looked at the Sources of Income and reviewed the charges for 2020/21. The recommendations were for them to be kept at the same amount:

Village Sports Clubs:-Single match £40, Series Match £30, Evening Game £20.

Juniors:-£12.50 per match, £5 per practice, at the Councils discretion.

National Trust Bookings, £250.00 per day.

Sedlescombe Rangers FC, £40.00 per match, £125.00 per tournament day, £500 per season.

Bodiam Church of England Primary School to have free use of the Ground.

The cost of purchasing copies of documents from the Council 20p per sheet.

(e) Asset Register

The Asset Register was reviewed and to be updated in June when the Insurance would be up for renewal.

5/2020 To Draw up Schedule of Works 2020/21

The following works were identified:-

Pavilion	Referees shower room needs a solid shower enclosure	£100
"	Redecoration, emulsion, labour	£300
Notice Boards	To be repaired, board opposite the Parish rooms.	£200

6/2020 To set the Budget and Precept for 2020/21

The Council resolved to make recommendations to be presented to the meeting on 20th January 2019.

Interests declared

Minutes signed as a true record.....Dated.....

Cllr Peters declared a personal interest as a Trustee of the Parker& Ashcombe Trust, also a personal interest as the Church Warden and a personal interest as a Trustee of the Rural Rother Trust.

Councillor Peters left the room when the donation when the fee for the hire of halls was considered, when the donation to the Churchyard was discussed and the donation for the Rural Rother Trust.

Item	£	Power
Gen Admin:Subs	220	S 143
Churchyard	240	S215
Footpaths	40	S130
RFO/Clerk	5680	S151, 112(1)
Hire of Halls	12	S111
Admin	500	S111
Insurance	700	S111,143,114
Audit	180	S21(6)
Village Green	500	LGA 1894 1894 S8
War Memorial	265	S133
Notice Boards	200	
Recreation Ground	2700	S44
Pavillion Repairs	400	S44
Election	500	
Section137	521	S137
TOTAL	12361	

Section 137 (303 electors) £8.32 allowed per elector

It was resolved that the Council, in accordance with its powers under sections137 and 139 of the Local Government Act of 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of, or will directly benefit, the area or its inhabitants, or part of it, or some of it in a manner commensurate with the expenditure.

It was recommended that the following payments be made:-

Beneficiary	£
Bodiam C of E Primary School	75
Rural Rother Trust	80
Hawkhurst League of Friends	75
St Michael's Hospice	120
Bodiam Pre School	65
Rother Citizen's Advice	80
CPRE	36
TOTAL	£531

An allocation of £531 in the budget was recommended.

Minutes signed as a true record.....Dated.....

Income

The Council recommended allowing for an income of £500

Balances

£12668-£500= £12168

Precept

The Council recommended setting a Precept of £10,300, an increase of 4%. The remaining £1,868.00 to be taken from reserves if required. The Precept is to be set at the next Council Meeting on the 20th January 2019.

7/2020 Councillors Travel and Subsistence Allowances

The mileage allowance remained at 45p per mile. Subsistence allowance for meals would be in line with NJC recommendations.

There had been no claims made by the Councillors during the year.

8/2020 Finances**(a) To Authorise Payments**

CHQ no	Payee	Amount	Description
1905	EDF	76.91	Electricity

9/2020 Information for Councillors

Parish Assembly and School Car Parking for the next agenda

10/2019 Date of next meeting

January 20th in the Parish Rooms.

There being no further business, the Chairman thanked everyone for attending and closed the meeting.

Minutes signed as a true record.....Dated.....