

BODIAM PARISH COUNCIL

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Minutes of the Budget Meeting of the Parish Council held on 10th January 2022 at 7.00pm at The Mezzanine, Court Lodge Farm, Bodiam TN32 5UJ

Present:

Bodiam Parish Council: Councillors, Linda Stevens, Barbara Napper, Graham Peters and Mike Weddle

In Attendance: Clerk Christine Burgess, one member of the public

Election of Chair

Councillor Peters nominated Councillor Stevens as Chair. This was seconded by Councillor Weddle. Councillor Stevens accepted the post and signed the Declaration of Acceptance of Office and compliance with the Members' Code of Conduct.

Election of Vice Chair

Councillor Stevens nominated Councillor Napper as Vice Chair. This was seconded by Councillor Peters. Councillor Napper accepted the post and signed the Declaration of Acceptance of Office and compliance with the Members' Code of Conduct.

1/2022 Apologies for Absence

None

2/2022 Disclosure of Interests

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.

Cllr Stevens declared a personal interest as a Trustee of St Michaels Hospice

3/2022 Minutes of Meeting 13th December 2021

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

4/2022 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 next due in 5 years, 2024. The fire extinguishers were serviced in the Pavilion March 2020.

Actions: Clerk to check Zurich Insurance policy for Pavilion Value in June and update the Register
 Clerk to arrange for the fire extinguishers to be checked in March.

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

Files in storage to be reviewed; possibilities are digitisation or put into secure storage with a local company.

(b) Employees

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

Resolution: For purposes of calculating the precept: -The Clerks rate of pay to be increased to £5975 per annum

The Caretaker/Cleaner's rate of pay to be increased to £10.90 per hour.

(c) Quotes and appointments

i Independent Audit

The Clerk has been in contact with Mr T Barrett who is happy to continue to internally audit the Parish Council Accounts at a rate of £27.00 per hour. Mr Barrett will conduct a preliminary examination of the accounts as soon as possible, before the final audit in April.

(d) Income and Charges for Recreation Ground Bookings

The Council looked at the Sources of Income and reviewed the charges for 2021/22. 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.

Other Hirers at Council's discretion.

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.

5/2022 To Draw up Schedule of Works 2022/3

The following works were identified: - Finance to come from the CIL payment received from Rother District Council. Possibilities are

Notice Boards	New board opposite the Parish rooms	£750.00
Finger Sign Posts	Finger sign post. Top and bottom of the Alms House to the Pub footpath	£500.00
Bus Shelter	Could possibly house a new notice board	Estimates required
Work from normal finance budget		
Pavilion doors	carpenter for a day	£300

6/2022 Budget and Precept for 2022/23

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

The Council resolved to make recommendations to be presented to the meeting on 24th January 2022.

When the fee for the hire of halls was considered, the donation to the Churchyard and the donation for the Rural Rother Trust was discussed Councillor Peters did not contribute to the discussion and did not hear when the donation was decided upon. Councillor Stevens did not take part in the conversation and donation for the St Michaels Hospice.

Grass Cutting

Landscape Services have been contracted for a further year; quote £2995.60 is still below quotes obtained in January 2019. Clerk to seek a reduction after the tree planting has taken place and enquire whether leaving a wildlife margin of 1 metre, would decrease the charges.

Item	£	Power
Gen Admin: Subs	220	S 143
Churchyard	240	S215
Footpaths	40.00	S130
RFO/Clerk	5,975	S151, 112(1)
Hire of Halls	12	S111
Admin	300	S111
Insurance	750	S111,143,114
Audit	180	S21(6)
Village Green	550	LGA 1894 1894 S8
War Memorial	325	S133
Notice Boards	0	(payment from CIL)
Recreation Ground mowing	2,232	S44
Pavilion Repairs	300	S44
Pavilion Utilities	400	S44
Election	500	
Total	12,024	
Section137	571	S137
TOTAL	12,595	

Section 137

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.

Beneficiary	£
Bodiam C of E Primary School	75
Rural Rother Trust	80
Hawkhurst League of Friends	75
St Michael's Hospice	150
Bodiam Pre School	65
Rother Citizen's Advice	90
CPRE	36
TOTAL	£571

An allocation of £571 in the budget was recommended.

Income

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

The Council recommended allowing for an income of £600

Balances

£12,663- £600= £12,063

Precept

The Council recommended revisiting the figures on the 24th of January. By that time, we will know if there is to be an election and may be able to remove this expense. The Precept is to be set at the next Council Meeting on the 24th January 2022.

7/2022 Councillors Travel and Subsistence Allowances

The mileage allowance remains 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.

8/2022 Planning

Applications

RR/2021/2907/P, RR/2021/2907/L Ellen Archers, Castle Hill, Bodiam TN32 5UE First floor extension to modern garage building and re-landscaping of private garden area to the north of the dwelling to provide timber decking and outside eating area.

Clerk to submit comment on planning site re lighting and dark skies and note reservation in the context of it being a listed building

RR/2021/3057/FN Park Farm Oast, Park Farm Lane, Bodiam TN32 5XA Application to determine if prior approval is required for a proposed agricultural storage barn. **This notification is for information only.**

A Resident has approached a Councillor airing concerns regarding this application which was put in on the 20th December. This will be at the bottom of the Vine yard Field. RDC Cllr Ganly to be consulted and made aware.

Decisions

RR/2021/2644/P Oast View - Land Opposite, Bodiam Business Park, Bodiam TN32 5UP Construction of 2no. two-bedroom homes and 3no. three-bedroom homes with associated landscaping.

Refused

Enforcements

ENF/106/17/BOD Park Farm, Bodiam Fields Adjacent. **NFA** No breach, established historic case

9/2022 Finances

(a) To Authorise Payments

CHQ no	Payee	Amount	Description
1998	Commercial Services Trading Ltd	299.28	Grass Mowing
1999	Watercourse Systems Ltd	163.19	Pavilion, valve
2000	C Burgess	442.40	Clerk/RFO Salary
2001	C Burgess for EDF	23.28	Payment of Electricity for Pavilion

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

10/2022 Information for Councillors

April date to be decided.

11/2022 Date of Next Meeting

Monday 24th January 2022

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

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