

**BODIAM PARISH COUNCIL**

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**Minutes of the Meeting of the Parish Council held on Monday.****8 January 2024 at 6.30p.m. in Bodiam Parish Room**

Please note these are draft minutes until formally approved at the next Parish Council Meeting.

**Present:**

**For Bodiam Parish Council:** Councillors: - (Chair) Linda Stevens (Vice chair) Tim Porter, Graham Peters, Darren Page, Nick Gilbert.

. **In attendance:** Clerk Lynsey Willard & 1 Member of the public (MoP).

**1/2024 Apologies for Absence: - none****2/2024 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, a personal interest as a Trustee of the Rural Rother Trust and patron of Bodiam Pre School.

Cllr Linda Stevens declared a personal interest in Bodiam Pre School and as a trustee of St Michaels Hospice.

Cllr Porter declared a personal interest as his wife runs Bodiam Pre School

**3/2024 Minutes of Meeting 18<sup>th</sup> December 2023**

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

Matters arising: None, several items previously agreed would be moved to the agenda for 22 January 2024.

**Actions:** Clerk to ask ESCC Cllr P Redstone and RDC Cllr Tony Biggs, RDC Cllr Tony Ganley if they can attend and stay for the next Bodiam Parish Council meeting on the 22 January 2024.

**4/2024 Annual Reviews****(a) Risk Assessment**

The risk assessment on all assets and activities was reviewed and updated.

Up to date copy of the Fire risk assessment provided by Cllr D Page.

Electrical Check was last carried out May 2019, next due by May 2024. The fire extinguishers were serviced in the Pavilion March 2023.

**Actions:** Clerk to arrange for the fire extinguishers to be checked in March.

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

**(b) Contracts:****Grass Cutting**

The new quote has been received which includes a 7% increase. New contract agreed and suggestion made that we let the contract know if we have any bookings so the grass can be cut beforehand. It was also agreed that we should look into a larger wild life area when the recreation ground has dried out.

**Internal Audit**

**Actions:** Cllr Peters to speak to previous auditor to see if they would be willing to do one more year to assist with the transition for the new Clerk before changing to Mulberry & Co.

**(c) Asset Register:** updated to consider the rising costs for replacements.

**Actions:** Clerk to investigate options for level of insurance cover for the coming year.

**d) Income and Charges for Recreation Ground Bookings:** No bookings currently made. It was agreed that costs would be kept the same as previous year.

**(d) Employees contracts**

New contract signed by Clerk and Chair. Salary review not due until October 2024.

**5/2024 To Draw up Schedule of Works 2023/24**

The following works were identified: -

To replace the posts around the village green, options considered to keep costs minimal for the village.

**Actions:** Cllr Gilbert to enquire about hop poles to keep in tradition of the village heritage.

The gate entrance to the recreation ground needs fixing up. Could we get a stile to fill the gap?

The Pavilion is a capital project, and an amount has been budgeted to draw up a plan.

Costs could be kept down on all projects if working parties, made up of volunteers from the village, could get together.

**6/2024 To set the Budget and Precept for 2024/25**

The Council resolved to make recommendations to be presented to the meeting on 22 January 2024.

<b>Item</b>	<b>£</b>	<b>Power</b>
Gen Admin: Subs	158	S 143
Churchyard	240	S214
Footpaths	50	S130
RFO/Clerk	6,634	S151, 112(1)
General repairs	1500	
Hire of Halls	12	S111
Admin	315	S111
Insurance	1068	S111,143,114
Audit	300	S21(6)
Village Green & open spaces	566	LGA 1894 1894 S8

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

Election	500	
War Memorial	279	S133
Recreation Ground mowing	1892	S44
Pavilion Maintenance	500	S44
Pavilion Utilities	600	
Section137	595	S137
<b>TOTAL</b>	<b>£15209</b>	

### Section 137

It was resolved that the Council, in accordance with its powers under sections 137 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.

Councillors redeclared all interests as above and were not involved in discussions when donations were discussed.

It was recommended that the following payments be made: -

<b>Beneficiary</b>	<b>£</b>
Rural Rother Trust	85
Hawkhurst League of Friends	80
St Michael's Hospice	170
Bodiam Pre School	120
Sara Lee Trust	80
CPRE	60
<b>TOTAL</b>	<b>£595</b>

An allocation of £595 in the budget was recommended.

### Income

The Council acknowledged that the Pavilion and recreation ground are unlikely to raise any income for the foreseeable.

**Balance:** £15209

### Precept

The Council recommended setting a Precept of £15209, an increase of 33.18% this equates to £0.40 per week for a Band D dwelling. All factors of rising cost and lack of income, alongside general maintenance to keep the village tidy, were considered and it was recognised that the increase to the precept is necessary this year. The Precept is to be set at the next Council Meeting on the 22 January 2024

### 7/2024 Councillors Travel and Subsistence Allowances

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

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

**There had been no claims made by the Councillors during the year however the right to do so is retained.**

**8/2024 Information for Councillors** -to be included in the agenda for the 22 January:

All points that were carried over from December's meeting.

Budget Precept

6 June 2024 D Day

Parish Assembly

Meeting dates for the next year

**9/2024 Date of next meetings**

**January 22, 2024, at 6.30pm in the Parish Rooms.** There being no further business, the Chairman thanked everyone for attending and closed the meeting.