

BODIAM PARISH COUNCIL

Clerk: Lynsey Willard

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34 Levetts Lane,
Bodiam,

East Sussex,
TN32 5UL

Minutes of the Meeting of the Parish Council held on Monday.

5 January 2026 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.

1/2026 Apologies for Absence: - none

2/2026 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.

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

3/2026 Minutes of Meeting 8th December 2025

The minutes, which had previously been distributed were approved and signed by the Chairman as a true record. No matters arising.

4/2026 Planning

RR/2025/2085/FN Park Farm Oast, Bodiam, TN32 5XA

Application to determine if prior approval is required for proposed agricultural storage barn. **No Comments submitted**

Enforcements

ENF/267/25/BOD Court Lodge Oast, Bodiam, TN32 5UJ

Agricultural buildings turned into residential buildings. **Awaiting further information**

ENF274/25/BOD & ENF275/25/BOD Lower Barn Farm, Hawkhurst Road

Dumping large lorry loads of materials and spoil. **Outside the Parish boundary**

5/2026 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 agreed by Cllr D Page.
- (b) **Asset Register** updated to reflect the insurance values increased by the insurance company annually. Printer and new village bench added to the register.
- (c) **Contracts:** Grounds contractor and internal auditor continue for a second year with a small, agreed increase in charges.

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

(d) **Employee Contract:** It was agreed, as of this date, that the Clerk/Finance Officer's salary should be increased from spinal point 23 to spinal point 24 on the Local Government Pay Scale.

(e) **Income and Charges for Recreation Ground Bookings:** 2025 saw 19 weeks of rental income from Hawkhurst United Junior Football team. It has been agreed that a meeting is needed with the team managers to consider fees and usage for 2026 and requirements for extra grass cutting above the number of cuts budgeted by the parish regardless of HUJFC usage.

Village Sports clubs	Single match £40, Series Match £30, Evening Game £20
Juniors	£12.50 per match, £5 per practice, £125.00 per tournament day
National Trust Bookings	£250.00 per day
Bodiam Church of England Primary School	Free use of Grounds
Bodiam Pre-school	Free use of Grounds
	The cost of purchasing copies of documents from the Council 20p per sheet.

All other ad hoc charges for bookings to be considered by the Council when required.

6/2026 Asset Devolution – Levetts Lane Woods

It was agreed after reviewing the potential costs alongside the precept for 2026/27 that the woods were too big a liability for the Parish to take responsibility for.

Rother District Council has been notified that the woods will need to be transferred to the future Unitary Authority.

7/2026 Schedule of works for 2026/2027

The Parish has £3767.96 CIL money which needs to be spent by April 2027 alongside the remaining budget for village & pavilion maintenance for 2025/26. The clerk is currently seeking quotes to replace the recreation ground gates, pavilion railings and the weatherboarding on the riverside wall of the Pavilion. A new noticeboard is also being considered for the village green. Cllr Gilbert reiterated his opinion that the council should instead look at online communication with residents rather than spend money on another noticeboard.

8/2026 Agreed regular Direct Debits payable for 2026

EDF – Pavilion	Monthly	Variable
Castle Water	Monthly	Variable
Bank Account Fee	Monthly	£6.00
National Trust Water Easement	Annual – 1 September 2026	£206.44 inc. VAT
HMRC PAYE	Quarterly 22 nd of January, April, July & October	Variable – sum of deductions made on payroll

All of the above were agreed by councillors as regular payments for 2026 which do not need to be signed off at meetings.

9/2026 To set the Budget and Precept for 2026/27

The Council has resolved to make recommendations to be presented at the meeting on 19 January 2026.

Item	£ Budgeted	Power
RFO/Clerk	£7,315	S151, 112(1)
Hire of Halls	£12	S111
General Admin/Subs	£416	S111
Admin	£300	S111
Insurance	£784	S111,143,114
Audit	£200	S21(6)
Footpaths & Verges	£239	S130
Village Maintenance & Grit bin refill	£1500	
Village Green	£594	LGA 1894 1894 S8
War Memorial	£144	S133
Recreation Ground Mowing	£2189	S44
Pavilion Maintenance	£500	S44
Pavilion Utilities	£850	
Churchyard S214	£240	S214
Section 137 donations	£595	S137
Future Elections costs	£500	
Total	£16378	

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 re-declared all interests as above and were not involved in discussions when donations were discussed. It was recommended that the following payments be made: -

Beneficiary	£
Rural Rother Trust	85
Bodiam Primary School	80
St Michael's Hospice	170
Bodiam Pre School	120
Sara Lee Trust	80
CPRE	60
TOTAL	£595

An allocation of £595 in the budget was recommended.

Income

The Council acknowledged that the Pavilion and recreation grounds do not earn a guaranteed income.

Balance: £16378

Precept

The Council recommended setting a Precept of £16378, an increase of 4.3%. This equates to £0.09 per week for a Band D dwelling. All factors of rising cost and lack of guaranteed income, alongside general maintenance to keep the village tidy, were considered and it was recognised that the small increase to the precept is necessary this year.

The Precept is to be set at the next Council Meeting on the 19 January 2026.

10/2026 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 have been no claims made by the Councillors during the year, however the right to do so is retained.

11/2026 Information for Councillors -Cllr Stevens will not be attending the council meeting on the 19 January 2026. Cllr Porter will chair this meeting. Parish Assembly is to be discussed at the next meeting.**12/2026 Date of next meeting – 19 January 2026, at 6.30pm in the Parish Rooms.**

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