

BODIAM PARISH COUNCIL**Clerk:** Lynsey Willard**Telephone:** 01580 830935**Email:** clerk@bodiamparishcouncil.org.uk

34 Levetts Lane,

Bodiam,

E. Sussex, TN32 5UL

**Minutes of the Meeting of the Parish Council held on
Monday 19 October 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: - (Vice chair) Tim Porter, Graham Peters, & Darren Page.

In attendance: RDC Cllrs Tony Biggs and ESCC Cllr Paul Redstone. Clerk: Lynsey Willard & 5 members of the public (MoP).

211/2026 Apologies: (Chair) Cllr Linda Stevens, Cllr Gilbert & RDC Cllr Tony Ganly

212/2026 Cllr Tim Porter chaired this meeting

213/2026 Disclosure of Interests

Cllr Peters declared a personal interest as a trustee of Parker and Ashcombe Almshouse charity, the chairman of HUJFC has occasionally completed paid plumbing work for him and Cllr Peters declared an interest as a friend of Mr John Lovering, with whom he occasionally has a drink. Cllr Peters is a former trustee of Action in Rural Sussex.

Clerk, Lynsey Willard, declared a personal interest as a family member of G Willard Construction.

214/2026 Minutes of the Parish Council Meeting 21 September 2026

The minutes which had previously been distributed were approved and signed by Cllr Porter (Chair for this meeting) as a true record.

215/2026 Matters arising

Action points from the previous meeting are cleared or on the agenda.

216/2026 Sussex Community Housing Hub – Action in Rural Sussex

Louise Halpern (Rural Housing Enabler) attended the meeting and provided a talk on the support they can provide local communities.

217/2026 Public questions

No questions raised

218/2026 Councillors' meetings with outside bodies

No meetings attended

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

219/2026 Planning – Applications – Awaiting Decision**RR/2026/0031/FULL Bodiam Castle, Castle Hill, Bodiam, TN32 5UA**

Installation of two electric vehicle charging stations and feeder pillar and associated underground cabling. **GRANTED**

220/2026 Enforcements - Complaint with changed status:**CASE: ENF/0085/26 ADDRESS: Land at Junction Road, Bodiam** Officer: O Hurst

Complaint: Hidden dwelling found. Action: PCN (Planning Contravention Notice)

Served 4/9/26 and response received within 21-day deadline. Information has been requested to establish whereabouts of the dwelling.

221/2026 East Sussex County Council Report

Councillors have received the previously circulated reports from ESCC. The report can be read on the Bodiam Website. There is no update on the Local Government reorganisation. The budget is being reviewed and is already in £55 million deficit.

222/2026 Newenden Bridge Closure

There are no updates at this point, but Cllr Redstone is keeping up with this project.

223/2026 Rother District Council Report

Councillors have received the previously circulated report from RDC, and the full report can be read on the Bodiam Website.

224/2026 ES Cllr Redstone left the meeting at 18:50 for another council meeting**225/2026 Pavilion & Recreation Ground – Winter close down**

HUJFC have packed up the pavilion for the winter.

Action 1: Cllr Page to complete winter check of pavilion, ensuring water and electric are all turned off and provide the Clerk with a water meter reading

226/2026 Hawkhurst United Jnr Football club fundraising tournament & funday 2027

Two members of HUJFC attended the meeting. They explained that the tournament was their major fund raiser this year and they would love to be able to run it again on the recreation ground. They explained they have learnt from this year to ensure local residents are informed well in advance and would ensure traffic is managed well. Provisional date they would like to run this event if agreed would be 13/14 June 2027. Ideally would need to know if they can go ahead by end of November. It was agreed that councillors would speak to the residents most affected to gather general opinion and would bring back to the November meeting for a decision. Other considerations are to be given to whether there is a National Trust event that weekend or effects from the Newenden Bridge closure starting in April.

If they must choose between the funday or the tournament, they would prefer to be able to run the tournament as this benefits a lot of young people. The funday would be mid-May and is just for the young members of HUJFC.

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Action 2: Cllrs to speak to residents around the green about the possibility of HUJFC holding their two-day tournament again in 2027.

Action 3: Cllr Stevens to check in with the Bodiam Castle Manager about any planned events in June 2027

227/2026 Pavilion Cladding

The first contractor has apologized that they have not been able to carry out the work on the pavilion. G Willard Construction has accepted the contract, and the work is underway to replace the cladding on the riverside wall of the pavilion.

228/2026 Fire Safety inspection

Fire Extinguishers in the pavilion have all received a yearly service. No other problems reported.

229/2026 Bodiam Primary School PTA (FOBs) hire of Recreation ground

The Parent Teacher Association (PTA), trading as Friends of Bodiam, has requested the hire of the Recreation Ground and Pavilion on Friday, 11 December 2026 to host a Santa Run for pupils of Bodiam Primary School. The organisers have confirmed that a risk assessment will be completed in advance to ensure the grounds are suitable and safe for the event. The pavilion will not be available for the December event. In addition, Friends of Bodiam has provisionally booked the Recreation Ground and Pavilion for 3 July 2027 for their annual Summer Fun Day. All agreed no hire charge for either event.

Action 4: Clerk to send hire forms for completion by Bodiam Primary School PTA (FOB)

230/2026 Road safety sign position

The sign has been purchased and received but questions raised around the best place to position it.

Action 5: Cllrs to have a look down the lane to the recreation ground and consider the best position for the 5mph sign placement.

231/2026 New House Farm (Bodiam) Ltd Proposal

Cllr Peters contacted Mr. Lovering. Due to lack of contact from the parish council, Mr. Lovering has withdrawn all offers.

232/2026 Remembrance Sunday 8 November 2026

Wreath has been purchased from the Parish Council. Short service will be held just before 12 noon at the war memorial.

233/2026 Environment & Village Maintenance

Nothing reported.

234/2026 Levetts Lane Skate Ramp

Confirmation received from RDC 25.9.26 that the ramp will be kept in the short term. The surface will be prepared and re-painted in the next few weeks. It would

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be helpful if we could somehow establish an idea of the level of use as the ramp is old and will need to be removed and / or replaced at some point

235/2026 Crime and Disorder

It has been reported that people park on the yellow zigzags outside Bodiam School during the school day. This can cause problems for traffic.

236/2026 New Internal Auditor

The previous auditor has retired so comparisons were made between auditors used by other local parishes and Mulberry & Co. It was agreed by all that the internal auditor, Lionel Robbins, used by Sandhurst PC is the best option for Bodiam PC. He has been working as an IA for 90 parishes for the last 10 years.

Action 6: Clerk to contact Internal Auditor, Lionel Robbins to confirm that Bodiam PC would like him to complete our yearly audit.

237/2026 Regular Standing order set up for Clerk/RFO Salary & regular expenses

Monthly standing orders have been set up and approved by councillors for clerk RFO salary and reimbursement of HP monthly printing fee. Any adjustments required will be made to the final salary payment at the end of the financial year and when pay increases are made.

238/2026 Receipts

Dated	Method.	Payee	Description	Amount
28.5.26	BACS Payment	HUJFC	Invoice 6 - 2-week fees – 27.9.26 – 11.10.26	£220.00
30.9.26		Bodiam Parish Council	Quarterly interest paid for savings account	£111.92

239/2026 Payments

Dated	Method.	Payee	Description	Amount
30.9.26	Unity Online	Unity bank charge	monthly charge for Unity bank	£7.00
16.10.26	Unity DD	EDF	Pavilion electricity - Oct invoice	£21.61
21.10.26	Unity BACs	Lynsey Willard	Clerk Expenses – road sign & Wreath	£36.74
21.10.26	Unity BACs	LW Safety Ltd T/A Direct Fire Protection	Annual Fire Extinguisher Service	£88.07
22.10.26	Unity SO	Lynsey Willard	Clerk/RFO Salary October 2026	£460.12
22.10.26	Unity SO	Lynsey Willard	Clerk expenses – HP printing monthly fee October	£6.49
22.10.26	Unity DD	HMRC	Clerk/RFO PAYE & Employer NI Months 4 & 5	£477.66

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240/2026 Finance - Monthly Finance Reports & Bank reconciliation

The Clerk/RFO presented the bank statements with the monthly financial reports and budget reports up to 19 October 2026, which were signed at the meeting by Cllr Page. All financial documents and invoices are circulated to Councilors for inspection before the meeting.

241/2026 Date of next meeting

Monthly Council meeting, 16 November 2026, in the Parish Room at 6.30pm.