



# Agenda 6<sup>th</sup> May 2025

## Iden Parish Council

### Annual Meeting

Clerk: Mrs Mary Philo  
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<https://www.idenvillage.uk>

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TN30 7PH

**Parish council members are summoned to the Meeting to be held on  
6<sup>th</sup> May 2025 at 7.30pm, Iden Village Hall**

**Signed**

**Date 30<sup>th</sup> April 2025**

***Members of the Public and Press are welcome and encouraged to attend***

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#### **AGENDA**

**1. Election of Chair**

**To elect a member of the council as chairman till the next annual meeting of the council. Chairman to sign acceptance of office.**

Local Government Act 1972, 15(1) & (2)

Chairman to confirm acceptance of office and sign acceptance of office.

**2. Election of vice Chair**

**To elect a member of the council as vice chairman till the next annual meeting of the council.**

**3. Apologies**

**4. Disclosure of Interests**

To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.

- i. Councillors to confirm that their Register of Interest is unchanged.

**5. Minutes (available from <https://www.idenvillage.uk>)**

To approve minutes of the parish council meeting held on 1st April 2025 (previously distributed) and to sign as a true record.

**6. The meeting to adjourn for up to 25 minutes**

**a. Report from County and District Councillors**

**b. Public Question Time**

This 10-minute period is available for the public to express a view or ask a question on relevant matters on the following agenda. Because of time constraints, only one question will be permitted per member of the public. Please advise the clerk if you have any other questions at the end of the meeting.

**The meeting to reconvene.**

Members of the public are welcome to stay and observe the rest of the meeting when they must remain silent.

**7. Councillor Appointments**

**To elect councillors to serve or represent the council on the following bodies:**

- a) Iden Community Emergency Forum**
- b) Rother Association of Local Councils**
- c) East Sussex Association of Local Councils**
- d) Any others**

**8. Meeting Schedule**

To confirm that meetings will continue the first Tuesday of the month except for August when there will be no meeting.

**9. Review of Charges**

- ii. Playing Field Hire and Pavilion hire for the Cricket Club  
**To confirm that for the 2025 season the charges for Iden Cricket Club are £500 for the pavilion and £200 for the playing fields. Fees will be discussed with the Club near the season end. The one-off match fee for Bodium to also remain the same at £60.**
- iii. Expression of interest from a football club for the 2025-2026 season  
**Following an enquiry to agree the fee for the season for the pavilion and playing fields hire for the coming football season.**
- iv. New Burial ground charges - [81818f\\_24a46b518e754e5c9c70ea6ef9d5c239.pdf](#)  
**To confirm that these will remain the same as those of 1<sup>st</sup> January 2023 and will be reviewed again at the 2026 annual meeting of the parish council. (See attachment or link for details).**

**10. Code of Conduct**

To agree to sign up to the Civility and Respect Pledge, which includes the agreement of the following:

- Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
- Our council has put in place a training programme for councillors and staff.
- Our council has signed up to Code of Conduct for councillors.

- Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.
- Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
- Our council will commit to calling out bullying and harassment when it happens.
- Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme.
- Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

#### 11. Confirmation of Borrowing Approval and Direct Debits

**To confirm borrowing approval for a charge card for the clerk with a limit of £500 in any one month or agree to increase this level. To further agree the direct debits for EDF with regard to Iden Pavilion, Microsoft Office, Information Commissioner Office.**

#### 12. Policies ([POLICIES | iden](#))

Draft copies are available on the website

- a) **To agree Financial Regulations.**
- b) **To agree the Standing Orders**
- c) To note that the remaining 13 policies will be reviewed during the year.

#### 13. General Power of Competence

The council continues to hold the general power of competence.

#### 14. Council Insurance

The council insurance will renew on the 18<sup>th</sup> June 2025 for the final year of a three-year long term agreement. However, the broker Clear Council through which the insurance has been acquired with Aviva Insurance Limited, has decided to change its partner to Ecclesiastical Insurance Office plc and as a result Clear Council is offering a new three year fixed rate contract with Ecclesiastical from this year. Current insurance premium is £911.82 and the offered renewal premium is £1,131.07. **To agree to take up the offer of a 3- year long term agreement with Ecclesiastical.** Consideration should be given to obtaining an update replacement cost for the pavilion.

#### 15. Risk Management [POLICIES | iden](#)

Draft copy is available on the website

**To review and agree the Risk Management Policy and Schedule.**

#### 16. Council Emails and Domain Name

It is now a legal requirement for a council to have a generic email address with either a .gov or .org.uk. The Clerk will advise more at the next meeting.

#### 17. Planning

(Information on applications is available from Rother District Council website)

- a. **Enforcements and Appeals**
- b. **Planning Decisions by Rother District Council - None**
- c. **Applications to be Consider**  
RR/2025/301/P Francisca, Grove Lane: Creation of new vehicular access and parking space for two vehicles at the front of property.
- d. **Notifications Only – None**
- e. **Delisting of the Bell**

## **18. Finances – Parish Council**

### **a. April Bank Balances Sign Off and agree**

31<sup>st</sup> March 2025                      £ 14,810.94

Plus total Receipts                      £ 9,008.64

Less total Payments                      £ 993.37

30<sup>th</sup> April 2025                      £ 22,826.21

(30<sup>th</sup> April 2025 statements -Treasurers Account £12,306.61 and Reserve Account £10,519.60)

#### **April Receipts**

£8.64                      Bank Interest

£9,000                      RDC: first half of council tax (precept)

#### **April Payments**

£851.00                      Clerk's March salary and salary increase back pay.

£41.70                      M Philo: Room £30, car £11.70

£54.20                      refund m Miller: paye refund

£11.02                      Castle Water: Pavilion water

£31.20                      EDF: Pavilion electricity

£4.25                      Lloyds' Account Management Charge

Charge Card (April): Nil

### **b. Payments to Authorise**

£647.23                      Clerk's April salary.

£41.70                      M Philo: Room £30, car £11.70

£4.25                      Lloyds Bank: Account maintenance monthly fee

Charge Card (May) Nil

Pavilion Electricity and Water unknown.

### **c. Year End Financial Report**

## **19. Donation**

**To make a donation to the Air Ambulance of £150.**

**20. Report from the Save The Bell Inn**

**21. Iden Pavilion and Playing Fields**

- a. **Iden Pavilion Working Party Update Report**
- b. **The contract with EDF for the Pavilion was renewed for a further three years at a reduced rate however as standing charges have increased. However, the final cost is less than currently.**
- c. **Footpath gate by Stream Cottage.**
- d. **Any other issues to report.**

**22. Risk Assessment – Report on Parish Assets**

**23. Information for Councillors (for noting or inclusion on future agenda).**

Agreement of the Annual Return will be at the June Meeting.

Footpath gate

**24. Date of Next Meeting**

Tuesday 3<sup>rd</sup> June 2025, 7.30pm, Iden Village Hall.

**Iden Parish Council Fourth Quarter and Year End Financial Report 2024-2025**

**Fourth Quarter Report**

Council balance on 31<sup>st</sup> March 2025 - £14,339.62.

**Receipts Fourth Quarter £2,791.17**

The legally required once a year vat reclaim was made and £2,765.01 was refunded for the period from the 1<sup>st</sup> of April 2024 to 31<sup>st</sup> December 2024. Bank interest for the last quarter came to £26.16.

**Payments Fourth Quarter net of vat £2,314.29**

Council running costs for the quarter were £2,178.91, including £95 for subscriptions, £20 on training, office costs and mobile phone £171.66 and salaries £1,887.60. Lloyds Bank levied the first monthly account fee of £4.25.

With the closure of the Pavilion account a full quarter of electricity cost and water charges were taken at £171.66.

**Year End Report**

**Receipts for the year £23,141.29 (not including the sports pavilion)**

Anticipated income was £16,700. It is unpredictable to anticipate the income from the burial ground and so this is always under budgeted. The £500 budget was significantly exceeded with a total of £3,600. Interest from the reserve bank account is similar and is not included as a receipt for the budget but total bank interest came to £115.86. The playing field hire fee of £200 was received. Wilder Iden passed over its funds of £153.00 and is ring-fenced for nature recovery items. Office costs (stationary) are shared with Beckley and Pett Parish Council and are recharged and this came to £105.28. The council charge card started offering cash back during the year and 58p was taken off the monthly statements.

**Payments for the year £19,680.94 (net of vat)**

The grass contract (playing field, churchyard, and new burial ground) came in slightly under as the ground was very wet preventing heavy machinery on to it. Additionally, a saving was made as the brambles were not sprayed. There were no general maintenance costs for the playing field.

The play area inspection was inline with budgeting and there were no general maintenance costs

for that area.

Following high winds, a cherry tree in the churchyard had to be removed and the cost £1,200 (allocated £1,000 to the contingency budget and £200 to burial ground general maintenance). The council is fortunate to now have a handy man in receipt of an honorarium £100 (allocated to the contingency budget) who has carried out several tasks saving the council money. He has mended the pavilion rear toilets door, cleared the pavilion gutters, repaired the shiplap on Elmsmead bus shelter and work on the fingerposts, which easily exceeded the honorarium if a contractor had been employed.

Following on, the only other assets expenditure has been on the urban verges and wildflower verges: £670.83.

The council's running costs, which had a budget of £10,763 covering staff; office costs; insurance; subscriptions to various bodies that provide the council with legal and financial assistance or services; salaries; website and laptop programmes; chairman's allowance, mobile phone, hall hire and additionally this year bank account monthly charges, came in at £10,633.07. However, the back pay due to the clerk will fall into the next fiscal year and the final office costs are, considering recharge is £642.61.

The level of donations is high this year because of the donation to the Save the Bell Inn of £1,650. The air ambulance received £200 and the poppy Appeal £50.

The refurbishment of Elmsmead bus shelter was completed this year and creosote and shiplap cost £231.79 (net of vat).

### Sport Pavilion

As a result of Lloyds Bank decision to start charging a management fee per account the pavilion account was closed. The hire receipts and the funds transferred from the sports association folding no longer covered the pavilion running costs. The council was having to transfer money to cover running costs by November 2024. Running costs involve a fire extinguisher check, building safety check, electricity, water, and foul waste but not insurance. Expenditure came to £1,216.52 and was not covered by income at £902.41.

### Overview

Council balance on 31<sup>st</sup> March 2025 - £14,339.62.

Earmarked reserves total £9,629

Reserve        £9,000 (update to reflect the increase in precept for 2025-2026)

Website       £230.00

Garden Society donation    £246

Nature Recovery               £153

Leaving £4,710.62 (close to that predicted in the third quarter report)

As stated in the earlier the report the extra receipts from the burial ground and the reduction in the costs for cutting the grass through the village and savings from having a handy man, has covered the unexpected donation to the Save the Bell and pavilion deficit.