

DITTISHAM PARISH COUNCIL
Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe

DRAFT Minutes of the Extraordinary Meeting of Dittisham Parish Council
8:00pm Tuesday 20 January 2026 Dittisham Village Hall

Present: Parish Cllrs Bond (Chair), J Green, Hawkes, Neale, Taylor & Unitt

Apologies: Cllr Golding, Pope

Clerk: Ms Radford

Public: None

Public Forum No public were present.

1. **Apologies** were received as above.
2. **Declaration of Interests** No interests were declared on items on the agenda.

3. 2026/27 Budget and Precept demand

3.1. Draft Budget *To consider a draft 2026/27 Budget as prepared by the Finance Working Group.* The Chair of the Finance Working Group provided a summary explanation of the budget, during which cllrs could ask questions.

Detail was given on how the playground equipment and car park machine replacement cost had been calculated, taking into account expected lifetime of equipment and expected increases in costs, based on rates of inflation.

There was a discussion on whether the budget had predicted sufficient funds for unexpected costs.

It was agreed to include an explanation of the Parish Council's budget and earmarked reserves at the Annual Parish Meeting.

It was RESOLVED to approve the 2026/27 budget as presented:

Dittisham Parish Council Finances Summary

		End 24/5 Actual	End 25/6 F'cast	End 26/7 Budget	Notes
General income	Precept	16000.00	19556.00	21100.00	No change to band D charge
	Car Parks	42947.32	51468.09	50800.00	↓ due to level car park ↓ in 25/6
	Ham hire		50.00		
	Bank interest	1791.09	1325.57	1200.00	General interest rate reduction
	Other (Charity payment for J Steps)		2635.50		
	Other	2992.50	653.06	120.00	Might be further £180 for footpaths
	Total income	63730.91	75688.22	73220.00	
General expenditure	Council asset maintenance	7156.70	11434.18	10200.00	↓ due to 24/5 ground maint. paid in areas in 25/6
	Council administration	3754.70	3371.43	4800.00	£2000 savings in 25/6 not forecast for 26/7
	Grants	5150.00	5500.00	6150.00	=25/6 forecast + £650 contingency
	Parish infrastructure maintenance	4398.18	8147.62	3850.00	↓ due to Jubilee Steps spend in 25/6
	Parish project		247.09	2000.00	Neighbourhood plan budget
	Staff	21221.24	15739.03	19000.00	↓ due to new Clerk on lower scale & fewer hours
	Car park business rates	6397.43	7299.46	8000.00	Business rates in 25/6 more than expected
	Car Park running costs	9210.77	11187.09	11100.00	Extra charge from SHDC, less for attendant
Total expenditure	57289.02	62925.90	65100.00		

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Earmarked reserves transfers	Spend from earmarked reserves	6182.84	6327.25	0.00	No expected spend from reserves
	Transfer to earmarked reserves	7372.54	12078.25	12904.25	See below
	Net increase to earmarked reserves	1189.70	5751.00	12904.25	
General reserves balance	General reserves brought forward	22181.59	27433.78	34445.10	
	Year end surplus/deficit	5252.19	7011.32	-4784.25	
	GENERAL RESERVE AT YEAR END	27433.78	34445.10	29660.85	
Earmarked reserves	Clerk sick leave cover	12919.92	12919.92	12919.92	
	Footpaths	952.50	1132.50	1132.50	
	Village Hall roof reserve	9000.00	12000.00	15000.00	Plus £3000
	Professional/legal fees	1750.00	2000.00	3000.00	Plus £1000
	IT	600.00	700.00	700.00	
	Grants	500.00	500.00	500.00	
	Council owned property maintenance	301.76	1046.76	1046.76	
	Neighbourhood plan	1500.00	1500.00	1500.00	
	Tree works reserve	2405.00	3155.00	3155.00	
	Car park machine replacement	6600.00	8435.00	10181.00	Plus £1746
	Playground equipment replacement	13580.00	14000.00	20143.00	Plus £6143
	Parish infrastructure maintenance	2024.73	2068.48	2068.48	
	Health & Safety (Capton defib)	2057.50	484.75	1500.00	Plus £1015.25
	TOTAL EARMARKED RESERVES AT YEAR END	54191.41	59942.41	72846.66	
	Difference year on year	1189.70	5751.00	12904.25	
OVERALL TOTAL RESERVES		81625.19	94387.51	102507.51	

3.2. Capton Defibrillator *To consider proceeding with the Capton Defibrillator project.* There was a discussion during which councillors considered responses from Capton residents taking into account key statistics on community defibrillator use in the UK from the British Heart Foundation, noting that studies highlight that PADS are utilized in just 10% of out-of-hospital cardiac arrests, even when one is available within 500m. Comments had been made that early CPR is the most and important step. After discussion **it was RESOLVED** to progress the Capton Defibrillator project, with the following comments:

- An application is made to the Dittisham Charity for a grant.
- Capton residents are asked for a contribution to the cost, as contributions from Capton residents (providing evidence that residents contributed funding to defibrillators in Dittisham Village).
- A First Aid Training course is organised, as per the agreement of the Parish Council in October 2025, and to ensure that the course include use of defibrillators, giving priority to Capton residents before advertising it in the Parish.

3.3. Grant application from Dittisham Village Hall *consider recommendation of the Finance Working Group on awarding a grant.* **It was RESOLVED** that the Parish Council award a grant of £4000 to the Village Hall in the 2026/27 financial year.

It was queried whether there were grants available for installation of renewable energy at village halls. Cllr Taylor offered to undertake some research if it would be helpful.

3.4. 2026/27 Precept Demand

It was RESOLVED the 2026/27 precept be set at £21,100. This would make the Parish Band D rate £46.12 per year, which is a decrease of £0.01 on the previous year (equivalent to - 0.03 %)

4. Annual Away Day

4.1. Away Day Date **It was RESOLVED** that the away day would take place on 12th March 2026. The focus of the away day

4.2. Away Day Costs **It was RESOLVED** that the Parish Council budget £200 for the cost of the away day.

Meeting closed at 21:00