

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 15th November 2022 at 6.00pm

Present

Chair Angela Stokes, Councillor Ian Duffy, Councillor Lucy Hammond, Councillor Joyce Westgate

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present:

A. To receive Reports from the County & District Councillor

County Councillor Judy Cloke and District Councillor David Ritchie sent apologies and reports:

<http://homersfield.onesuffolk.net/parish-council/meeting-dates>

B. Public Forum – for Members of the Public

None

MINUTES

1. To consider Apologies for Absence

None

2. To record Declarations of Interests and to consider Requests for Dispensation

None

3. To Approve the Minutes of the Meeting held on 6th September 2022

The Minutes from the Meeting held on the 6th September 2022 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Matters Arising from the Minutes above and not on the Agenda

None

5. Co-option to fill the Casual Vacancies

None

6. Finance

a) To Appoint the Internal Auditor for 2022/23 – c/f

b) To Receive the current Financial & Budget Reports and Approve the Income & Expenditure

Councillors resolved unanimously to approve the following Receipts and Expenditure

DATE	REFERENCE	DETAILS	RECEIPTS	PAYMENT
28/09/2022	S/O	Clerk's Salary - September		£ 184.48
28/10/2022	S/O	Clerk's Salary - October		£ 184.48
15/11/2022	100910	McCarthy's - Wood Maintenance		£ 900.00
15/11/2022	100911	CAS - Website Hosting		£ 60.00
15/11/2022	100912	Clerk's Expenses - October-November		£ 39.39
15/11/2022	100913	Clerk's Backpay		£ 128.00
15/11/2022	100914	Lucy Hammond - Stationery		£ 7.80
TBC	100915	Ravencroft Arboricultural Services - Wood Survey		£ 395.00
		Total	£ -	£ 1,899.15

Signed: _____ Chair

Date: _____

Homersfield Parish Council

c) To Note the Clerk's NALC Pay Increase

Cllrs noted the Clerk's NALC contractual pay increase backdated to 1st April 2022.

d) To Approve the Budget and Precept for 2023/24

Councillors agreed unanimously the 2023/24 Budget (as attached) and a Precept rise from £4,700 to £5,500.

The Clerk made Cllrs aware of the East Suffolk Council estimated election costs 2023-2027:

- Uncontested Elections £11.22 per nomination paper received for scheduled elections
- Contested scheduled election Thursday 4th May 2023 - £850.07
- Unscheduled By-election 2023-2027 £2,297.64

e) Poppy Wreath & Crosses for Armistice Day & Remembrance Sunday

The poppy wreath was placed on the village sign on Armistice Day with a trough made by Cllr Duffy holding five crosses for the five soldiers who were lost in the wars. The wreath will be removed at the end of November by Cllr Duffy. Cllrs gave thanks to Cllr Duffy for his work.

Action: ID

7. To Consider Receiving Homersfield's Play Area Physical and Monetary Assets – update

a) Homersfield Community Park - Charity Number: 1193118

b) Homersfield Playing Field - Charity Number: 1066181

Cllrs were advised the handover was no further forward as there were complications with the Charity Commission.

Councillors resolved to contact the Play Area's Trustees to ask if the PC could contact the Charity Commission directly.

Action: Clerk/ID

8. Planning Applications and Decisions

Cllrs noted the following:

Applications

a) Planning reference: DC/22/3007/LBC

Listed Building Consent - The erection of two ground floor extensions to a listed building Wortwell Mill Low Road Homersfield Harleston Suffolk IP20 OHJ

Validated: Thu 28 Jul 2022 | Status: Awaiting decision

At HPC's 17th August 2022 meeting Councillors resolved NO COMMENT.

b) Planning reference: DC/22/2522/FUL

Proposal: Construction of two ground floor extensions

Site address: Wortwell Mill, Low Road, Homersfield, Harleston, Suffolk, IP20 OHJ

Validated: Thu 28 Jul 2022 | Status: Awaiting decision

At HPC's 17th August 2022 meeting Councillors agreed NEUTRAL and added comments to the planning application.

Decisions

None

9. Homersfield Phonebox

For Armistice Day & Remembrance Sunday Cllr Hammond created a 'Remembering the Fallen' display in the phonebox with the 5 Homersfield soldiers Commonwealth War Graves Certificates and information. Cllrs thanked Cllr Hammond for a fitting display.

10. Homersfield Wood

a) Wood

- Removal of Vegetation Overhanging the Highway

Signed: _____ Chair

Date: _____

Homersfield Parish Council

The vegetation has now been removed and inspected by SCC Highways Enforcement. They have signed off the work and stated *'The work has been completed to a high standard and should not pose any issues for some time'*.

- 17th November 2022 Survey

A survey and report of the woods should soon be received.

b) Wood Working Parties

A wood working party was held on 24th November with four volunteers who cleared and thinned out the road bank. The next wood working parties will be held in March and October 2023. Cllr Stokes advised the permissive path signs need replacing.

Action: AS/Clerk

c) Autumn Tree & Bulb Planting

Carried forward to next year.

11. Village Maintenance

a) Village Litter Pick

A litter pick was held in October and three fly tips have been reported and cleared by SCC Highways.

b) Ride-on Lawnmower

The ride-on lawnmower needs to be assessed in the spring and either put into working condition or scrapped.

c) Nature Reserve White Posts

Chair to forward the emails re Nature Reserve White Posts to Clerk.

Action: AS

12. Correspondence

a) Email re possible planning permission

b) Harlestone Town Council requesting a donation for Harlestone car parks – c/f

c) Clerks and Councils Direct Magazine

13. AOB (For discussion only – the Council cannot make decisions on these items unless stated on the agenda)

a) Village Communication – c/f

14. To Receive items for the next Agenda

a) Harlestone Town Council requesting a donation for Harlestone car parks

b) Archiving Minutes

15. To Confirm the Future Meeting Dates:

- Tuesday 3rd January 2023 at 6.00pm
- Tuesday 7th March 2023 at 6.00pm
- Tuesday 2nd May 2023 at 6.00pm
- Tuesday 4th July 2023 at 6.00pm
- Tuesday 5th September 2023 at 6.00pm
- Tuesday 7th November 2023 at 6.00pm

The meeting ended at 8.10pm

Signed: _____ Chair

Date: _____

Homersfield Parish Council

Homersfield Parish Council - Budget & Precept 2023/24

	Budget
INCOME	2023/24
Precept	£ 5,500.00
Total Budgeted Income	£ 5,500.00

Non-Budgeted Income

Grants/CIL Payments	£ -
VAT Reclaim 2021/22	£ 49.67
Business Saver Interest	£ -
Bank Credit	£ -
Total Income	£ 5,549.67

EXPENDITURE

Clerk's Salary	£ 2,400.00
Clerk's Office Costs	£ 168.00
Clerk's Expenses	£ 120.00
ICO Data Protection	£ 35.00
Insurance 3-year LTA 2021-24	£ 475.00
Internal Audit	£ 150.00
Maintenance	£ 100.00
Miscellaneous	£ 120.00
S137 Grants/Donations	£ 100.00
Subscriptions SALC	£ 145.00
Training	£ 50.00
Future/Village Projects	£ 500.00
Homersfield Wood	£ 1,000.00
Village Projects (combined with Future projects)	£ -
Website Hosting	£ 50.00
Total Budgeted Expenditure	£ 5,413.00
Budget Variance	£ 87.00

Signed: _____ Chair

Date: _____