


Minutes of the Homersfield Parish Council Meeting held 2 March 2020 at The Black Swan, Homersfield at 7.30pm

Cllr. Debbie Bird (DB)	Chair, Homersfield Parish Council
Cllr. Angela Stokes (AS)	Vice Chair, Homersfield Parish Council
Cllr. Jo Westgate (JW)	Councillor, Homersfield Parish Council
Alex Pullen	Clerk to Homersfield Parish Council
Members of the general Public	One

Item	Description
1	To consider accepting apologies for absence
1.1	Cllr. Lucy Phillips, Cllr. S Scarfe
2	To approve the minutes of the last council meeting
2.1	The draft minutes of the meeting held 20 January 2020, previously distributed to all councillors were unanimously agreed and signed by the Chair, having been proposed by (PB) and seconded by (SB) Cllrs. Westgate and Stokes
3	To record declarations of interest from members in any item to be discussed
3.1	Cllr. J Westgate – non pecuniary interest in Item 8, Church Warden
4	To consider dispensations from members in any item to be discussed - None received
5	To adjourn the meeting to allow public participation (15 minutes) – No public interest items to discuss
5.1	Parishioners questions or comments
5.2	A report from District & County Councillor – The District Cllr. Judy Cloke was unable to attend the meeting. Cllr. Cloke forwarded a report to the council which was read to those in attendance by the Chair. The report can also be found on the website at http://homersfield.onesuffolk.net/latest-news/
	 Cllr. Cloke - Homersfield Feb 20.d
6	To re-convene the meeting – See item 5
6.1	To receive a report from the Chair
6.1.1	A light at Glebe Cottages was reported
6.1.2	The protected hedgerow signs are missing. The clerk was asked to report the matter to Suffolk County Council for reinstatement ⁱ
6.1.3	The Angles Way (SCC) finger post is broken. The clerk was asked to report this to SCC ⁱⁱ
6.2	To receive a report from the Clerk on outstanding matters (for information only)
6.2.1	Nothing to report
7	To consider new & outstanding planning applications - None
8	To consider a donation to Homersfield PCC for the maintenance of the churchyard (£100)
8.1	The payment was agreed, PB & SB Cllrs. Bird and Stokes
9	To discuss Homersfield Wood (standing item)
9.1	The working party meets on the first Saturday of the month at 10.00am. The Chair will submit an article to the newsletter. ⁱⁱⁱ The following dates were agreed - 4 April, 6 June, 1 August , 3 October
9.2	Closure of the wood – The Chair has been approached by two parishioners making enquiries about the closure of the wood due to high winds. A discussion followed with the consensus that the Chair would write a note for the newsletter, reminding people to take special care when out in inclement weather and high winds ^{iv}
9.3	The Chair has written to SCC for advice about the wood, unfortunately, without receiving a response. The Chair will follow up with a phone call. The Chair will also approach the Woodland Trust and Suffolk Wildlife Trust for advice ^v
10	To receive an update on outstanding member's Registers of Interests

10.1	The council has been unable to establish whether two of its members have completed their registers, having been sent instructions via several different methods. It was agreed that the clerk would send their details to the locum clerk to address ^{vi}					
11	To receive an update for the midyear review of risk management and internal control					
11.1	The review of risk management and internal control usually takes place half way through the accounting year. The clerk has been absent from work and the review was undertaken just prior to year end. It is intended to hold the next review in and around September next year					
12	To confirm the meeting dates for 2020/21					
12.1	Agreed as follows: 6 April, 4 May, 6 July, 7 September, 2 November, 11 January 2021, 4 March					
13	To receive and discuss items from Parish Councillors					
13.1	The refurbishment of the village phone box can be undertaken by a local repair workshop in King's Lynn, the nearest option, nationally. The cost is currently prohibitive, estimated to be around £4,500. The council will approach Cllrs. Cloke and Ritchie for match funding ^{vii}					
13.2	It was agreed to remove the white sticks at the entrance to the village as the gateway is no longer an option due to the cost of the work which must be carried out by SCC					
13.3	The clerk was asked to chase repeat requests to SCC to repair the Homersfield Village sign which they have listed as a low priority ^{viii}					
14	Finance – Bank balances & accounts payments - Noted					
15	Barclays	Current Account				£5,906.73 (25/02/20)
	Barclays	Reserve Account				£2,7473.99 (25/02/20)
16	Payments					
16.1	Date	Payee	Description	Cost	VAT	Comments
	25/03/20	A Pullen	Salary	>£100		Mar - Confidential
	25/03/20	A Pullen	Expenses	<£100		Mar - Confidential
	25/03/20	HMRC	PAYE	£27.00		Mar
	The bank balances were noted and the schedule of payments unanimously approved, having been PB and SB Cllrs. Bird and Westgate					
17	Correspondence received - None					
18	To receive items for the next Agenda					
18.1	To approve the End of Year accounts					
19	Date and time of time of next meeting – 6 April 2020, 7.30pm, Black Swan, IP20 0ET					
20	In camera session to discuss interim clerking arrangements					
20.1	A clerk, from a neighbouring village attended the meeting with a view to covering the post for a fixed term					
21	Meeting Close					

ⁱ Clerk – Report missing hedgerow signs to SCC

ⁱⁱ Clerk – Report broken Angles Way sign to SC ROW

ⁱⁱⁱ Chair – Write a note for the Homersfield Wood working parties for the newsletter

^{iv} Chair – Write a cautionary reminder for the newsletter about the wood and high winds

^v Chair - The Chair will approach the Woodland Trust and Suffolk Wildlife Trust for advice about the wood

^{vi} Clerk – Send ROI details to the locum clerk for Cllrs. Scarfe and Phillips

^{vii} Clerk – List for discussion at council in May

^{viii} Clerk – Chase SCC for the repair of the village sign