

# Homersfield Parish Council

## ANNUAL PARISH MEETING *Homersfield Black Swan* Wednesday 25th May 2022 – 6.00pm

### Present

Chair Angela Stokes, Councillor Lucy Hammond, Councillor Jo Westgate

**Clerk/Responsible Financial Officer (RFO):** Sally Chapman

**Also Present:**

### Public Forum – for Members of the Public

None Present

## MINUTES

### 1. Welcome by the Chair of the Parish Council

The Chair welcomed everyone to the Annual Parish Meeting.

### 2. Apologies

County Councillor Judy Cloke and District Councillor David Ritchie.

### 3. To Approve the Minutes of the Meeting held on 4<sup>th</sup> May 2021

[The Minutes from the Meeting held on the 4<sup>th</sup> May 2021 were confirmed unanimously as a true and accurate record and were signed by the Chair.](#)

### 4. Matters Arising

None

### 5. Chair's End of Year Report

The Chair read out a full report (*attached*).

### 6. Responsible Financial Officer's End of Year Report

The RFO read out the End of Year Balance Sheet (*attached*).  
[Councillors approved unanimously the End of Year Report.](#)

### 7. County & District Councillors End of Year Reports

County Councillor Judy Cloke and District Councillor David Ritchie sent reports (*please view on HPC's website*).

### 8. To Receive Community Reports

#### a) Homersfield PCC

Lucy Hammond Secretary to St Mary's Parochial Church Council read out her report (*attached*) and answered questions.

#### b) Homersfield Parish Land Trust

The Trust informed from 1<sup>st</sup> April 2021-31<sup>st</sup> March 2022  
Income £126.86  
Expenditure £0

#### c) William Adair (Homersfield)

The Charity informed from 1<sup>st</sup> April 2021-31<sup>st</sup> March 2022  
Income £67.16  
Expenditure £0

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**d) Homersfield Playing Field Charity**

No report received.

**e) Homersfield Community Project**

Lucy Hammond Secretary to Homersfield Community Project read out her report (*attached*).

**9. Public Questions**

None

*The Meeting ended at 6.40pm*

**Chair's End of Year Report - 2021-2022**

**25 May 2022**

There has been a range of business items in the last year, all of which have been published bi-monthly through the agendas and the approved and signed Minutes; these may be seen on the Parish notice board, and via the village website.

May 2021 was the last of the zoom meetings and we have been able to have face-to-face meetings since July 2021 - when we are quorate. The January 2022 meeting being inquorate was closed following appropriate time regulations stated for local councils for non-attendance.

HPC received four planning applications from Suffolk County Council. When considering planning applications HPC seeks to preserve the character of the village. Our influence on the final decisions whether to give planning consent or not is limited, and we must bear in mind the planning regulations. In general, the planning authority concurs with our recommendations.

We, with only three Councillors out of five, have achieved a lot over the last year including:

\* The long-awaited refurbishment (grant aided a few years ago) of the K6 Telephone Box was completed in 2021, with charts of birds, flora and fauna currently being displayed. A hand-drawn illustrated map of the village is being produced for the back of the box. Parish Council is hoping that a local volunteer will come forward to be the Guardian of the Telephone Box in helping to keep displays relevant to the seasons. An article was subsequently published in the South Elmham Community News about that.

\*After many years HPC secured grants in 2021-2022 finally to replace the missing oak posts to protect Homersfield's historic Grade 2 listed bridge from the unauthorised parking of vehicles. In March 2022 the new oak posts were installed.

\*HPC supported the Royal British Legion by purchasing a new poppy wreath for the village to commemorate Remembrance Sunday; remembering the men from Homersfield who gave their lives for their country.

\*Progress is ongoing and, in the future, we hope to take back the Playing Field and get it made safe, hopefully with some help from volunteers, and open to the public to enjoy,

\*HPC is fortunate in gaining a local Homersfield volunteer Tree Warden, Mr Mark Timms. His invaluable advice and assistance in organising volunteer wood working groups, planting new trees and maintaining general order is greatly appreciated. Planned dates are displayed on the Parish notice board when known, inviting parishioners of Homersfield to come along as "many hands make light work".

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\* Health and Safety policy and procedures, equipment check lists and a volunteer attendance register have been initiated by HPC for all volunteer working groups to adhere to whilst undertaking litter picking and working in Homersfield's Wood. The guidelines are recommended by Local Government to safeguard any potential incident that may occur.

- a) 2021-2022 Village Litter Pick volunteers met in March and October.
- b) Volunteer Wood working groups met 5 times between October 2021-February 2022

\*In August 2021 sadly local parishioner, June Wellam died. Her son donated the iron tree seat from June's garden replacing the old wooden seat around the tree on the village green. HPC deemed it fitting to add a plaque to the bench in June's memory as she loved her garden and the village green. The wooden bench has been transferred to Homersfield's Wood.

\*HPC considered and agreed in November 2021, it would be appropriate to purchase a suitable plaque to commemorate Queen Elizabeth's Platinum Jubilee in 2022. A local Norwich company has produced an excellent oval shape sign cast in black with gold relief work. With thanks to our Clerk, Sally Chapman who resourced the firm, managed to acquire a discount for us due to ordering a 'few' for all the PC's her clerks. We intend to attach the plaque to the post of the Homersfield Sign on the village green for all to see and admire in the future.

\*HPC elected to take part in the 'Treebilee' project launched by Prince Charles, and in March 2022 Homersfield received one of 200 English oak trees given by East Suffolk Council, to mark the Queen's Platinum Jubilee. A Jubilee Commemorative plaque came with the oak sapling and will be displayed near the tree. With thanks to Mr Mark Timms, the oak is now planted near the Millennium Sculpture and appears to be flourishing well.

\*HPC considered and agreed in March 2022 to hold a 'Village Tea and Cake' event celebration in honour of the Queen's Platinum Jubilee. At short notice, with thanks to Tony and Helen, the event will be held in the garden of the Black Swan public house from 4pm — 6pm on Sunday 5 June 2022.

\*On behalf of HPC I extend my thanks to County Councillor Judy Cloke, and District Councillor David Richie, and to the Norfolk Historic Building Trust, for their support and generous grants, enabling us to complete our Village Projects this year.

My grateful thanks to the Councillors for their input, time and support during the past year.

I would like to thank Mr Mark Timms for helping us with Homersfield Wood and Mr Mick Pellatt for grass cutting and keeping the village green so lovely. Thank you also to Mr Phillip Kidner for the loan of his oil barrel filled with cement, that acted as a temporary barrier preventing traffic parking on Homersfield's historic bridge. I am grateful to Mr Ray Bird for disassembling the seat in June's garden and Mr Tim Saville for reassembling the iron seat around the tree on the village green, and re-locating the wooden seat to Homersfield's Wood; and to Tony for allowing us to hold our Council meetings in the Black Swan. Indeed, I thank all those who behind the scenes spend their time and effort to keep Homersfield a beautiful village in which to live.

Having completed her first year as our Clerk, I would like to thank Sally Chapman for her commitment, hard work, and her achievement in returning a very good Internal Audit. For the first time HPC received no recommendations from the official Auditors!

**Angela Stokes**  
**Chair, Homersfield Parish Council**

# Homersfield Parish Council

## Responsible Financial Officer's End of Year Report

Homersfield Parish Council Balance Sheet			
Year ended 31st March 2021-22			
Receipts and Payments			
2020/21		2021/22	
£	Receipts	£	
3,514.00	Precept	4,458.00	
-	VAT reclaim	34.07	
-	Grants	922.00	
1.26	Business Saver Interest	0.28	
-	Bank Credit	50.00	
-	Petty cash	-	
<b>3,515.26</b>		<b>5,464.35</b>	
	<b>Payments</b>		
958.82	Clerk's Salary	2698.02	
1,778.22	Locum Clerk's Salary	0.00	
729.40	HMRC	0.00	
105.84	Clerk's Office Costs	168.00	
62.10	Clerk's Expenses	38.07	
40.00	ICO Data Protection	35.00	
218.00	Insurance	469.80	
100.00	Internal Audit	100.00	
-	Maintenance	70.69	
160.60	Miscellaneous	69.92	
36.93	S137 Grants/Donations	50.00	
-	Subscriptions	138.10	
-	Training	50.00	
-	Future Projects	0.00	
-	Homersfield Wood	350.00	
-	Village Projects	0.00	
50.00	Website Hosting	50.00	
-	Phonebox refurbishment	2370.20	
-	Oak Posts	690.00	
10.00	Vat to reclaim	383.59	
<b>4,249.91</b>		<b>7,731.39</b>	
(734.65)	Surplus income over expenditure	(2,267.04)	
8,215.42	Balance b/f	7,480.77	
-	Transfer to reserves	-	
<b>7,480.77</b>	<b>Balance c/f</b>	<b>5,213.73</b>	
	<b>Balance Sheet</b>		
	<b>Cash at Bank</b>		
4,809.16	Current Account	3,611.17	
2,746.21	Business Saving Account	2,780.56	
-	Petty Cash (none held)	-	
-	Uncleared receipts	-	
74.60	Uncleared cheques	1,178.00	
<b>7,480.77</b>		<b>5,213.73</b>	
1,680.77	General Reserves	2,101.93	
5,800.00	Earmarked Reserves	3,111.80	
<b>7,480.77</b>		<b>5,213.73</b>	

The above statement represents fairly the financial position of the Authority as at 31st March 2022 and reflects its receipts and payments during the year.

Signed Angela Stokes - Chair

Signed Sally Chapman - Responsible Financial Officer

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## **Homersfield St Mary's, Parochial Church Council Report to Parish Council – May 2022**

A most wonderful thing is happening this year – the roof and tower are being repaired. After much fundraising and grant applications we had the £121,975 needed to go ahead with the repairs and the builders started work in February and should be finished by the beginning of June.

The largest grant came from the Heritage Stimulus Fund, which is part of the Government's Culture Recovery fund and is administered by Historic England. We also received funding from the National Churches Trust, The Wolfson Foundation, Suffolk Historic Churches, AllChurches Trust and Homersfield Community Project. Thank you to the Parish Council for your letter of support.

Our largest fundraising event was 'The Great Big Film and Music Sale' which was held last Summer in Wortwell Community Centre and raised £2800.

The Carol service was held inside the church this year and we had the bonus of listening to the Saints Benefice Choir. After the service, Reverend Leon and some of the congregation went into the Black Swan for 'Carols and a pint', encouraging those in the pub to join in with the singing.

Sally has instigated a bric-a-brac sale in the church porch which is proving popular. If anyone has any bric-a-brac they wish to donate then it can be dropped off on Sally's doorstep (9 Glebe Cottages) or on the doorstep of Mill Cottage.

The cost of caring for the churchyard is quite substantial and we could do with purchasing a ride-on-mower to reduce the time it takes to cut. We are having a special fundraising event on May 6<sup>th</sup> (a metal detecting talk with wine and cake).

**Lucy Hammond**  
**Secretary - St Mary's Parochial Church Council**

## **Homersfield Community Project Report**

On October 17th 2012 a public meeting was held in the church in response to the announcement that it was being closed at the end of 2012. Closure would result in no further services being held and redundancy procedures starting. This decision had been reached because of the lack of attendance at regular services, resulting in a lack of revenue and a poor state of repair of the church including large cracks in the tower.

Several people in the village were upset by this announcement and took it upon themselves to call a meeting to talk through any options before we lost this important building and public space. We do not have a village hall so this is our only community building.

Homersfield Community Project was born and registered as a charity with the aim of organising events and raising money to keep the building open, repair it and improve it so that it could be used for both religious and secular purposes.

Events have been held such as film nights, bingo, quizzes, afternoon teas, scrap metal collection and a car boot sale.

With the money raised from these events, plus some donations and a couple of small grants received, HCP have installed new heating and lighting in the church, repaired the broken windows and replaced

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the gate (dedicated to David Cobbald). £3000 was granted to the Parochial Church Council to help towards the repairs of the roof and tower. We were so excited when we heard that the Parochial Church Council had raised enough funding to do the repairs (Feb 2022).

Covid and having two of our trustees move away has curtailed our efforts in recent times, but we are proud of our success so far. By working alongside the Parochial Church Council, we have been able to keep the building for the community to use. There is so much more that could be done to make it a better space for everyone (e.g., a toilet and removal of the back pews to create a more usable community space), so if you want to help, or wish to hold an event in the church, please get in touch.

**Lucy Hammond (Mrs)**

**Secretary - Homersfield Community Project, Mill Cottage, Homersfield, Harleston, Norfolk IP20 0ET  
Tel 01986 788600 Email [lucyhammond600@gmail.com](mailto:lucyhammond600@gmail.com)**