

Homersfield Parish Council

ANNUAL PARISH MEETING *held by Zoom on* Tuesday 4th May 2021 – 6.00pm

Present

Chair Angela Stokes (AS), Councillor Lucy Hammond, (LH) Councillor Jo Westgate (JW)

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present:

1. **Welcome by the Chair of the Parish Council**
The Chair gave everyone a warm welcome to the May meeting.
2. **Apologies**
County Councillor David Ritchie and District Councillor Judy Cloke.
3. **To approve the Minutes of the Meeting held on 13th May 2019** *(no meeting held in 2020)*
[The Minutes from the Meeting held on 13th May 2019 were confirmed unanimously as a true and accurate record by Councillors who attended te meeting.](#)
4. **Matters Arising**
None
5. **Chair's End of Year Report**
The Chair gave a verbal report, main points:
 - An Arboriculture Report was undertaken in Homersfield Wood in September 2020 by Alison Martin.
 - The former Chair, Mrs Debbie Bird resigned from the PC in November 2020 and Councillors expressed their gratitude and appreciation for all the work she had done over the years for the PC and village.
 - The current Chair was appointed at the November 2020 meeting.
 - Mrs Lucy Hammond joined the PC in November 2020.
 - A memorial service was held in the village in November and the Chair laid a wreath.
 - The former Clerk resigned in December 2020 and a Locum Clerk had been employed until 31st March 2021. The Councillors gave thanks to the former Clerks'.
 - There was very bad weather in January and February and the posts on the signposts in the wood decayed. New posts were purchased by the Chair and were kindly replaced by Mr. Lawrie Hammond and his stepson.
 - The new Clerk Mrs Sally Chapman started on 1st March 2021.
 - Councillor Lucy Phillips resigned in March 2021 and was thanked for her work.
 - The fence at the top of Homersfield Wood has now been repaired by the groundsman.
 - The missing oak posts on the bridge will be replaced this year.
 - Plans to refurbish the telephone box are underway.
 - The Chair gave her thanks was very grateful to all Councillors for their help and support and the new Clerk over the last few months.
6. **Responsible Financial Officer's End of Year Report** *(attached)*
The RFO read out her end of year reports – no questions.
[Councillors agreed unanimously the Responsible Financial Officer's End of Year Reports.](#)

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7. **County & District Councillors End of Year Reports**
None received because of the forthcoming elections.

8. **To receive Community Reports**
 - a) **St Mary's, Homersfield Parochial Church Council Report** *(attached)*
Councillor Lucy Hammond read out the main points – no questions.

 - b) **Homersfield Parish Land Trust**
No report received.

 - c) **William Adair (Homersfield)**
No report received.

 - d) **Homersfield Community Park Report** *(attached)*
The Chair read out the report and Cllrs discussed.

9. **Public Questions**
None

The meeting ended at 18:47

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Responsible Financial Officer's End of Year Reports

Homersfield Parish Council - Budget 2020/21						
INCOME				Notes	Approved Budget	Notes
ACTUAL	Budget	ACTUAL	Projected		Budget	
2019/20	2020/21	2020/21	End of Year		2021/22	
3,514.00	3514.00	3514.00	3,514.00		4458.00	
3,514.00	3514.00	3514.00	3,514.00		4458.00	
Non-Budgeted Income						
0.00	0.00	0.00	0.00		0.00	
26.00	0.00	0.00	0.00		34.07	inc. missed from 2019-20
4.08	5.00	1.26	1.26		1.50	
0.00	0.00	0.00	0.00		0.00	
1,544.08	3519.00	3515.26	3,515.26		4493.57	
EXPENDITURE						
1484.36	958.82	958.82	958.82		2214.00	
0.00	681.18	1778.22	1778.22		0.00	
0.00	0.00	729.40	729.40		0.00	
204.32	158.00	105.84	105.84		168.00	
190.18	397.00	62.10	62.10	Fuel cost to Auditors	100.00	
0.00	0.00	0.00	0.00		0.00	
0.00	0.00	40.00	40.00		40.00	
218.00	220.00	218.00	218.00		220.00	
135.00	103.00	100.00	100.00		105.00	
32.24	360.00	0.00	0.00		300.00	
34.00	75.00	160.60	160.60		100.00	
500.00	400.00	36.93	36.93		300.00	
40.00	235.00	0.00	0.00		140.00	
0.00	200.00	0.00	0.00		250.00	
0.00	100.00	0.00	0.00		150.00	
0.00	0.00	0.00	0.00		200.00	
0.00	500.00	0.00	0.00		100.00	
0.00	0.00	50.00	50.00		50.00	
2,858.10	4388.00	4239.91	4,239.91		4437.00	
655.90	-874.00	-725.91	-725.91		21.00	
Non-Budgeted Expenditure						
12.16	10.00	10.00	10.00		10.00	
2,870.26	4398.00	4249.91	4,249.91		4447.00	
673.82	-879.00	-734.65	-734.65		46.57	
Reserves				Restricted Reserves		
General Reserves (should be approx. 50% of precept)		£ 1,680.77		Election	£ 1,000	
Restricted Reserves		£ 5,800.00		Equipment	£ 300	
Total		£ 7,480.77		Church Wood	£ 1,500	
				Phone Box	£ 2,500	
				Playing Field	£ 500	
				Total	£ 5,800	

Homersfield Parish Council

Homersfield Parish Council Balance Sheet			
Year ended 31st March 2020-21			
	Receipts and Payments		
2019/20		2020/21	
£	Receipts	£	
3,514.00	Precept	3,514.00	
25.76	VAT reclaim	-	
	Various	-	
5.04	Business Saver Interest	1.26	
-	Petty cash	-	
3,544.80		3,515.26	
	Payments		
1,619.52	Clerk's Salary	958.82	
-	Locum Clerk's Salary	1,778.22	
-	HMRC	729.40	
204.32	Clerk's Office Costs	105.84	
229.40	General Expenses	62.10	
40.00	ICO Data Protection	40.00	
218.00	Insurance	218.00	
135.00	Internal Audit	100.00	
30.33	Maintenance	-	
4.40	Miscellaneous	160.60	
50.00	Website Hosting	50.00	
600.00	S137 Grants/Donations	36.93	
-	Subscriptions	-	
-	Training	-	
-	Playing Field	-	
-	Church Wood	-	
-	Village Projects	-	
14.07	Vat to reclaim	10.00	
3,145.04		4,249.91	
399.76	Surplus income over expenditure	(734.65)	
7,815.66	Balance b/f	8,215.42	
-	Transfer to reserves	-	
8,215.42	Balance c/f	7,480.77	
	Balance Sheet		
£	Cash at Bank		
5,597.47	Current Account	4,809.16	
2,744.95	Business Saving Account	2,746.21	
-	Petty Cash	-	
(127.00)	Uncleared cheques	74.60	
-	Uncleared receipts	-	
8,215.42		7,480.77	
5,215.42	General Reserves	1,680.77	
3,000.00	Earmarked Reserves	5,800.00	
8,215.42		7,480.77	

The above statement represents fairly the financial position of the Authority as at 31st March 2021 and reflects its receipts and payments during the year.

Signed	Angela Stokes - Chair			
Signed	Sally Chapman - Responsible Financial Officer			

Homersfield Parish Council

St Mary's, Parochial Church Council report to Parish Council – May 2021

It has been a strange year for everyone. The church was locked for the first time in many years, before opening for private prayer at weekends and then unlocking again.

Services have been once a week for the benefice (eleven parishes) either in person or on zoom (depending on rules).

The Benefice Remembrance service, held on our green, needed to be limited to two people from each parish and was poignant as always. The names of our five soldiers were read alongside the soldiers from the other parishes.

The Christmas Carol service was a light in the darkness as we held our torches aloft. It was totally outdoor, travelling around the village. It was so good that many people attended who do not usually come to church and each family received a bag of goodies to take home.

When Easter came around, we were permitted to sing outside the church and the sun came out.

Financially, it has been an even leaner year than usual, with few services in the church and all fundraising events on hold. The accounts showed quite a deficit.

The cost of repairing the roof and tower is £112,313. We have applied for four grants, two have been granted (£3900 and £9000) and we will hear about the other two in the next few months.

The Grand Music and Film sale is scheduled to take place in July and already we have over 1500 DVDs, 800 CDs and 1100 vinyls. We are hoping to be outside in the churchyard and to raise lots of money for the roof and tower appeal.

We continue to work alongside Suffolk Wildlife Trust to 'wild' the older part of the churchyard and are encouraged by the wild flowers which are appearing.

We remain so grateful to those who support the church and churchyard either by giving their time and skills or helping financially. It continues to be a place loved by many, some religious, some not – everyone is welcome.

St Mary's Parochial Church Council

Homersfield Parish Council

Homersfield Community Park

Report for the Annual Village Meeting May 2021

The number of trustees has increased by two to five and the change to a CIO has been completed. The charity is now called the Homersfield Community Park. We greatly appreciate all Nick's hard work and we'd like give our grateful thanks to him. The next step is to register the land as belonging to the charity, but if we cannot find sufficient evidence of the land being given for a playing field, or the evidence that the Land Registry will accept, we may have to consider adverse possession. We have asked the Parish Council to take on the land either to be kept as a playground or as a community space, but that would be the council's decision and after the land has been registered. Any funds in our account would go with the land.

There are regular checks of the equipment and fences etc throughout the year by the trustees. These checks have shown that the equipment need repairing and the fence needs renewing. We have enough funds to fix the equipment or renew the fence – including the installation of safety gates, but not both so the trustees reluctantly decided to close the playground

There has been no fund raising this year and the only expenditure has been the insurance of £210 leaving £1840 in the bank.

Debbie Bird Trustee

Homersfield Community Park (formerly known as the Homersfield Playground Charity)

Registered Charity Number 1193118