

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Monday 5th July 2021 at 6.00pm

Present

Chair Angela Stokes, Councillor Lucy Hammond, Councillor Jo Westgate

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: County Councillor Judy Cloke, ESC Communities Officer Sam Kenward

A. To receive Reports from the District & County Councillor

County & District Councillor Judy Cloke summarised her report (full report: <http://homersfield.onesuffolk.net>). Main points:

- County duties and training
- Highways new reporting portal
- Scrutiny meeting review of recycling and waste
- The Connected Communities facility, which is aimed at the over 65s who may have been suffering loneliness or hardship as a result of the COVID restrictions
- The Small Grants scheme

ESC Communities Officer Sam Kenward gave an interesting talk on his role which includes:

- Supporting community and voluntary groups which will complement and help sustain their local community
- Community projects, activities and consultations
- Development of new community groups
- Access to funding
- Advice community safety and anti-social behaviour advice
- Neighbourhood planning/right to bid applications

B. Public Forum – for Members of the Public

None

MINUTES

1. To consider Apologies for Absence

None received.

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

None

3. To Approve the Minutes of the last Meeting

[The Minutes from the last Meeting held on 4th May 2021 were confirmed unanimously as a true and accurate record.](#)

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

None

Signed: _____ Chair

Date: _____

Homersfield Parish Council

5. Co-option to fill the Casual Vacancy

None

6. Finance

a) Internal Auditor's Recommendations 2020/21

Recommendation 1: Exercise of Public Rights

Recommendation 2: All the Publication requirements are met

The Chair and Clerk confirmed the recommendations above have been actioned.

b) To Confirm the Internal Auditor for 2021-22

The Clerk confirmed the appointment of Mr. Trevor Brown as Internal Auditor for 2021-22.

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

Councillors received the reports and resolved unanimously to approve the following Income & Expenditure

Date	Ref	Receipts	
16/06/2021	credit	Barclay's Credit - Mandate Issues	50.00
		Total	£ 50.00
Date	Ref	Expenditure	
04/05/2021	100900	Trevor Brown - Internal Audit	100.00
04/05/2021	100901	SALC - Subscription	138.10
04/05/2021	100902	D. T. Dye - Oak Post	48.00
03/06/2021	100903	X2 Connect Ltd - phonebox parts	1197.36
07/06/2021	S/O	ICO - Data Protection	35.00
05/07/2021	100904	Clerk's Salary - May, June & July	553.44
05/07/2021	100904	Clerk's Expenses & 5 hours overtime	90.75
05/07/2021	100905	Clerk's Salary - April - re-issued	184.48
05/07/2021	100906	Mr D Coates - telephone box refurbishment	855.00
		Total	£ 3,202.13

d) Bank Mandate

The Chair informed after much persistence on her part the bank mandate has now been updated and the statement address changed to the current Clerk.

e) Concrete Bridge's Oak Posts

Cllrs discussed the quotes for the replacement oak posts and resolved:

To accept the estimate to purchase and fit two outer larger oak posts (smaller middle one already purchased) to be reset into metposts and the middle post to be lockable and removeable. Clerk to agree estimate and pursue grants.

Action: Clerk

f) Phone Box Refurbishment

The Chair informed the Phone Box Refurbishment is going well and a bigger job than first estimated. The contractor would be back w/c 12th July to continue, as agreed.

g) To Confirm Clerk's Employment (End of Probation Period)

Councillors agreed unanimously to the employment of Ms. Sally Chapman as Clerk to Hommersfield Parish Council.

h) To Consider paying the Clerk by Monthly Standing Order

Councillors resolved to pay the Clerk by monthly standing order.

Signed: _____ Chair

Date: _____

Homersfield Parish Council

7. Planning Applications and Decisions

Applications

None

Decisions

None

8. Village Maintenance

a) Homersfield Village Gateway Entrance Sign

SCC has agreed to replace the village entry sign.

b) Homersfield Wood

Cllr Hammond gave a report (*attached*) which was discussed by Cllrs and information will be placed in the Parish Magazine. **Action: Cllr Hammond**

Main points:

- Aims for the Wood

- The next Working Party is on Saturday 25th September 2021.

- Tree Warden

Cllrs discussed a tree warden and asked the Clerk to make enquiries. **Action: Clerk**

- The Woods Future

Cllrs discussed ideas and plans for future development and maintenance.

- Gravel

The gravel has become low in some places and the Chair agreed to confirm what size gravel it is and how much is needed. **Action: Chair**

- Track/Bridleway Clearing

Cllrs agreed the track through the wood has become overgrown and asked the Clerk to contact SCC to request them to clear it and if not in their remit to find a local gardener/handyman to quote. **Action: Clerk**

c) Grass Management surrounding the Man in the Boat

Cllrs noted the area has been cut several times and looks good and retains some wildflowers.

d) Phone Box Future Use/Guardian

Cllr Hammond came up with some good ideas for future use and an article will be placed in the Parish Magazine advertising for a Phonebox Guardian to work with the Council. **Action: Chair**

e) Village Litter Picking Dates c/f

f) Village Sign Refurbishment c/f

g) Bus Shelter, Noticeboard & Village Green Seat Maintenance c/f

9. Homersfield Playing Field Charity

The Clerk has contacted a trustee and is waiting to hear from them.

10. Correspondence

a) Community Woodland Group Request

The Woodland Group is planning a meeting in September.

b) SALC Waste Consultation

Cllrs noted the Waste Consultation information from SALC.

c) Police Safer Neighbourhood Team Summer Tour

23/07/2021 15:00 -16:30 at Wortwell High Road, on the Village Car Park

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

a) Future Meeting Place

A new meeting place was discussed and Cllr Westgate offered to enquire. **Action: Cllr Westgate**

Signed: _____ Chair

Date: _____

Homersfield Parish Council

b) Councillor Training

The Chair and Cllr Hammond have been booked on a SALC Cllr training course in October.

c) Speeding

Cllrs discussed speeding through the village and asked the Clerk to contact the Safer Neighbourhood Team.

Action: Clerk

d) Queen's Platinum Jubilee 2022 c/f

12. To receive items for the next Agenda

None

13. To confirm the Next Meeting Dates:

- Monday 6th September 2021 at 6.00pm
- Monday 1st November 2021 at 6.00pm

The meeting ended at 8:25pm

Homersfield Wood Report

Suggested aims

- To maintain and improve the woodland habitat.
- To encourage people to appreciate, value and enjoy the natural environment.

Wood Working Parties

Next date – Saturday 25th September 2021

A list of maintenance tasks to be drawn up and the date advertised in August & September Parish Magazine and put a notice on the noticeboard and website.

Looking to the future

A tree warden to inspect for safety.

It would be good to

- Plant bluebells/snowdrops/daffodils (indigenous) - Winter
- Pull out some of the Alexanders at the beginning of May.
- Clear some bramble (keeping bramble areas) – October
- Move some of the dead wood, so that there are areas – October
- Tree trunk seating in the clearing

Cllr L. Hammond

Signed: _____ Chair

Date: _____