

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 1st March 2022 at 6.00pm

Present

Chair Angela Stokes, Councillor Lucy Hammond, Councillor Jo Westgate

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: One parishioner

A. To receive Reports from the County & District Councillor

County & District Councillor Judy Cloke (not present) sent a report.

Full details: <http://homersfield.onesuffolk.net>

B. Public Forum – for Members of the Public

Mr Mark Timms gave an update on Church Wood and the work carried out by the volunteers on 5 occasions over winter (*full report attached*). Councillors thanked Mr Timms for all his work, expertise, leading the working parties and keeping the wood in a safe way for all concerned.

MINUTES

1. To consider Apologies for Absence

None

The Chair informed Cllr Scarfe had been disqualified for failure to attend meetings (Local Government Act 1972, Section 85).

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 Meeting held on 1st November 2021 (no meeting held in January) 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 Vacancy

None

6. Finance

a) 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.

Signed: _____ Chair

Date: _____

Homersfield Parish Council

Date	Ref	Receipts	
05/11/2021	credit	ESC Grant - Oak Posts	£ 500.00
05/11/2021	credit	Norfolk Historic Bridges Grant - Oak Posts	£ 190.00
		Total	£ 690.00
Date	Ref	Expenditure	
01/11/2021	100858	RBL - Poppy Wreath	£ 21.98
29/11/2021	S/O	Clerk's Salary - November	£ 184.48
31/12/2022	S/O	Clerk's Salary - December	£ 184.48
04/01/2022	100859	Clerk's Expenses & 6 hours overtime	£ 101.98
04/01/2022	100860	Screwfix - Safety Signs & Equipment	£ 57.50
31/01/2022	S/O	Clerk's Salary - January	£ 184.48
28/02/2022	S/O	Clerk's Salary - February	£ 184.48
01/03/2022	100861	Clerk's Expenses February & March	£ 36.10
01/03/2022	100862	D. Meadows - Tree Surgery	£ 350.00
01/03/2022	100863	ADN Surfacing - Bridge Oak Posts	£ 828.00
01/03/2022	100864	Mr M Timms - Stump Killer	£ 15.99
01/03/2022	100865	Redenhall & Harleston Town Council - car parking donation	£ 50.00
28/03/2022	S/O	Clerk's Salary - March	£ 184.48
		Total	£ 2,383.95

b) Homersfield Bridge Oak Posts – update

The Clerk advised grants have been received to pay for the posts and they will be fitted this month.

c) To Consider Grants/Donations

Councillors agreed unanimously to approve a grant of £50.00 to Redenhall & Harleston Town Council to maintain the free parking in town.

d) To Consider Restricted Reserves

Councillors considered the reserves and agreed unanimously to deduct £400 from the election reserve and place in the general reserve.

e) Internal Audit – 20th April 2022

Cllrs noted the above date for the 2021/22 internal audit.

7. Annual Review of Statutory Documents and Policies

Councillors approved the following Statutory Documents and Policies and agreed unanimously to raise the Financial Regulations emergency spending limit from £500 to £750.

a) Asset Register

b) Code of Conduct Policy

c) Financial Regulations Policy

d) Freedom of Information & Publication Scheme Policy

e) General Data Protection Regulations Policy

f) Internal Control Statement

g) Planning Procedure Policy

h) General Risk Assessment

i) Standing Orders

j) Wood Working Parties Risk Assessment & Strimmer and Chainsaw Policies – New

k) Risk Assessment – Litterpick – New

Signed: _____ Chair

Date: _____

Homersfield Parish Council

8. Homersfield Community Park and Homersfield Playing Field

To Consider Receiving the gift of Physical and Monetary Assets of:

a) **Homersfield Community Park - Charity Number: 1193118**

b) **Homersfield Playing Field - Charity Number: 1066181**

Councillors discussed and agreed unanimously in principle to receive the gift of the Physical and Monetary Assets of the Homersfield Community Park and Homersfield Playing Field subject to a Solicitor's background check. Action: Clerk

9. Community Governance Review in East Suffolk

To consider changes to the Community Governance arrangements in the Parish Council's area

Councillors agreed unanimously to no changes.

10. Planning Applications and Decisions

Applications

a) **Dove Barn Flixton Road Homersfield Harleston Suffolk IP20 0EX**

Proposal: Change of Use of paddock land to provide holiday accommodation consisting two shepherds huts, one glamping pod, associated storage building, car parking and all associated works.

Ref. DC/22/0121/FUL | Application Received Wed 12 Jan 2022 | Status: Awaiting decision

Councillors agreed to resubmit the same decision and comments as made at the 20th July 2021 meeting as no amendments had been made to this planning application.

Resolved neutral to this application with the following comments:

- No sanitation or toilets facilities information is mentioned on the application.
- Late night noise concerns for neighbours.
- Tree and hedge screening should be considered from the road.

Cllrs asked the Clerk to complain to ESC Planning Department re the lateness of their response to an extension to the comment's deadline. Action: Clerk

Decisions

Cllrs noted the following:

b) **Environment Agency - River Control Structures on The River Waveney – update**

c) **1 x Poplar - Fell to Ground Level**

Reason: close to existing out buildings & located in position of proposed new garage

Heath Cottage Church Lane Homersfield Harleston Suffolk IP20 0ET

Ref. No: DC/21/4523/TCA | Validated: Wed 29 Sep 2021 | Status: No objections

d) **Heath Cottage Church Lane Homersfield IP20 0ET**

Rear and side extension and alteration. Demolition of front porch and remodelling of front dormers. New timber cart lodge and workshop. Temporary installation of static caravan and storage container.

Ref. DC/21/4779/FUL | Application Received Tue 19 Oct 2021 | Status Permitted

11. Homersfield Phonebox

a) **Wildlife Information Guides**

Councillors agreed to order a Seasonal Guide for inside the phonebox.

b) **Footpath Map/s**

Councillors resolved the following:

1. Footpath map to be enlarged to A3 (if possible) and laminated for inside the phonebox.
2. Village Information Map – an estimate of £175 was approved and the artwork to be printed

Signed: _____ Chair

Date: _____

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on an exterior board (Clerk to obtain a quote) for the back of the phonebox.

Action: Clerk

c) Guardian

No one has come forward to be guardian of the phonebox, as yet.

12. Homersfield Wood

a) Wood Survey/Inspections

Councillors unanimously asked the Clerk to obtain quotes for a Tree Survey for Church Wood.

b) Working Party Report

As reported in the public session and see report attached, the next working party will be 12th March 2022 and in early October.

c) Suffolk Wildlife Trust Community Wildlife Advisor Report c/f

13. Queen's Platinum Jubilee 2022

a) Tree Planting – Free Oak Tree Offer from East Suffolk Council

The Clerk had collected a lovely Oak Tree and plaque from ESC and Cllrs asked Mr Mark Timms to decide the best place to plant the tree.

b) Queen's Platinum Jubilee Plaque

Councillors unanimously agreed to purchase a 5x7" oval plaque for the village sign to commemorate the Queen's Platinum Jubilee.

Action: Clerk

c) Queen's Platinum Jubilee Tea Party

Councillors discussed having a small event – to be confirmed.

14. Village Maintenance

a) Homersfield Village Gateway Entrance Sign

The sign has been repaired shabbily and the Clerk has complained to ESC, who has agreed to replace when funds allow.

b) Village Litter Pick

The next litter pick will be 5th March 2022.

c) Village Green

The tree Seat has been placed on the green and the memorial plaque will be fitted soon.

15. Correspondence

a) Redenhall w. Harleston Neighbourhood Plan - Reg. 16 consultation

No comments.

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

a) Remembrance Day Wreath

The Chair confirmed the Remembrance Day Wreath was laid on The Green's Memorial on 14th November 2021.

b) Website Statistics – c/f

17. To Receive items for the next Agenda

None

18. To Confirm the Future Meeting Dates:

- Tuesday 3rd May 2022 at 6.00pm – Annual Parish Meeting & Annual Parish Council Meeting
- Tuesday 5th July 2022 at 6.00pm
- Tuesday 6th September 2022 at 6.00pm
- Tuesday 25th October 2022 at 6.00pm

Signed: _____ Chair

Date: _____

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The meeting ended at 20:10pm

CHURCH WOOD: WINTER WORK 2021/22

Volunteer work parties met on 5 occasions over the winter months (on 23 October, 20 November, 18 December, 22 January and 12 February). The following tasks were carried out:

- Removing brambles and other vegetation from 2 clearings in preparation for tree planting.
- Planting 65 trees and shrubs provided through the Suffolk Tree Warden Network and the Queen's Canopy with tree-guards and mulch mats also supplied. Species planted were Oak, Hornbeam, Wild Cherry, Crab Apple and Hazel.
- Tidying up fallen timber into habitat piles and burning small branches and twigs.
- Clearing fallen trees after winter storms and also the branches of Beech and Oak felled by a tree surgeon.
- Clearing young Sycamores from a trial area on the roadside slopes and treating the cut stumps with herbicide. If successful further areas on the slope will be cleared next winter following advice from Suffolk Wildlife Trust.
- Cutting back brambles encroaching on the paths.

Dead trees have also been marked with green fluorescent paint so that they can be removed when appropriate. These are mostly small to medium sized Sycamores: some have already fallen over in winter storms and others have been felled by volunteers.

Mark Timms
February 2022

Signed: _____ Chair

Date: _____