

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 19th March 2024 at 6.00 pm

Councillors Present: Lucy Hammond (Chair), Debbie Bird and Angela Stokes

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: one parishioner

A. To Receive Reports from the County & District Councillors

County Councillor Judy Cloke and District Councillor Anthony Specca sent apologies and reports.

Full reports: <http://homersfield.onesuffolk.net/parish-council/meetings>

B. Public Forum – for Members of the Public

No questions.

MINUTES

1. To Approve Apologies for Absence

[Apologies were Received and Accepted from Councillor Duffy.](#)

The Chair informed Cllr Westgate had now resigned and gave thanks for her support over the years to Homersfield PC.

2. To Record Declarations of Interests and to Consider Requests for Dispensation

5. a) Planning Application - Cllr Hammond declared a pecuniary interest (homeowner).

3. To Approve the Minutes of the Meeting held on 2nd January 2024

[The Minutes from the Meeting held on the 2nd January 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Finance

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

[Councillors resolved unanimously to Approve the following Receipts and Expenditure:](#)

DATE	REFERENCE	DETAILS	RECEIPTS	EXPENDITURE
29/01/2023	S/O	Clerk's Salary - January		200.00
28/02/2023	S/O	Clerk's Salary - February		200.00
05/03/2024	1	Clerk's Expenses February-March		59.79
		Total	£ -	£ 459.79
		Reserves		
		General Reserves		£ 2,717.28
		Restricted Reserves		£ 2,351.74
		Total		£ 5,069.02

b) To Consider Grant Requests

[Councillors have given £219.98 in grants in 2023/24 and agreed to consider the Headway request in the new financial year.](#)

Signed: _____ Chair

Date: _____

Homersfield Parish Council

c) To Consider General Reserves

The General Reserve should be approximately 50% of the annual precept, which is in accordance with the Government's proper practices for smaller authorities.

Councillors reviewed the General Reserve and Agreed to top-up the Future Projects Reserve with the small amount over 50%.

d) To Consider Homersfield Bridge Information Board Repair Quotations

Councillors considered the quotations and Resolved to accept Mr Faulkner's Quotation and asked the Clerk to apply for a grant.

e) Unity Trust Bank Accounts – update

Councillors Resolved to open an Unity Trust Bank Instant Access Savings Account and to add and remove Councillors from the current account.

5. Internal Audit Report 2022-23 – update

The Clerk read out the action points and recommendations from the SALC Internal Audit Report 2022/24 and confirmed that they had been actioned this year as agreed.

6. Planning Applications and Decisions

Applications

Cllr Hammond declared a pecuniary interest (homeowner) and did not comment of vote

a) Planning reference: DC/24/0473/TCA

Proposal: Tree A Willow – Fell

Tree B Willow – Fell

Tree C Willow group – Coppice

Tree D Willow – Pollard

Site address: Mill Cottage , St Cross Road, Homersfield, Suffolk, IP20 0ET

Councillors agreed to Support this planning application.

Decisions

None

7. Annual Review of Policies and Statutory Documents

Councillors unanimously Approved the following Policies and Statutory Documents.

- a) Asset Register
- b) Chainsaw and Strimmer Policy
- c) Code of Conduct Policy
- d) Data Retention and Disposal Policy - New
- e) Data Protection Regulations Policy
- f) Financial Regulations Policy – updated
- g) Financial Reserves Policy - New
- h) Freedom of Information & Publication Scheme Policy
- i) Internal Control Statement
- j) Litter Pick Risk Assessment
- k) Online Banking Policy - New
- l) Parish Council Risk Assessment
- m) Planning Procedure Policy
- n) Subject Access Request and Procedure Policy – New
- o) Standing Orders - updated
- p) Wood Working Party Risk Assessment

Signed: _____ Chair

Date: _____

Homersfield Parish Council

8. Homersfield's Playing Field – *update*

The Chair, Mrs Bird, of the Playing Field Charity reported that the fence has now been repaired and progress is being made towards the re-opening of the playing field.

9. Homersfield Phonebox

The 'History of Phone Boxes' display is still being viewed and enjoyed. Parishioners are invited to contact the Clerk if they are interested in creating their own display.

Councillors agreed that a notice should be placed on the noticeboard directing visitors to the phone box and village map.

Action: LH

10. Homersfield Church Wood

a) Hedging beside Churchyard – *update*

The Chair confirmed the hedging beside churchyard has now been planted.

b) Wood Working Party – Saturday 2nd March 2024

Councillors confirmed that a lot of brambles were cut down and hazel trees were planted – it was a successful morning, with thanks to all the volunteers.

11. Village Maintenance

a) Blocked Drains on St Cross Road – *reported*

Cllrs reported the drains have not been cleared yet.

b) Missing Duckboard on Public Footpath near Wortwell Mill – *c/f*

c) Litter Picking Party - 16th March 2024 at 10.00 am

Eight people attended the litter-picking party and 10 bags of litter were gathered from around the village. It was a worthwhile event, many thanks to all who took part.

d) Nature Reserve White Posts – *c/f*

e) Jubilee Oak Tree Replacement – *c/f*

f) Church Lane Sign Missing – *c/f*

g) Daffodils

The Daffodils planted around the village in autumn 2023 are now beginning to appear and flower.

12. Correspondence

a) Suffolk County Councils Devolution Deal Survey

The Chair said she had completed the survey and encouraged other members of the PC to do so as well.

b) Homersfield Village in a Valley Books

The author of the 'Homersfield: Village In A Valley' books has offered a number of brand-new copies to the Parish Council for distribution to anyone in the village who would like one. Councillors were very happy to receive this generous offer, and the Chair agreed to collect, distribute and advertise the books on the noticeboard.

Action: LH

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

a) Parking by the Bus Shelter – *update*

Suffolk County Council has agreed to the request to have no parking lines near the bus shelter, and County Councillor Judy Cloke has kindly agreed to fund the project

b) Speeding – *c/f*

Signed: _____ Chair

Date: _____

Homersfield Parish Council

c) Removal of Trees - Homersfield Road, Flixton West

District Councillor Anthony Specca has informed the Clerk:

Suffolk County Council ordered the landowner to remove the dangerous trees along the B1062 Homersfield to Flixton road due to safety concerns. Although the Forestry Commission had initiated an investigation, they closed it upon learning of SCC's directive.

d) Annual Website Statistics

Cllrs noted the annual website statistics:

- 2022-23 - 526 users / 1,530 page views
- 2023-24 – 491 users / 1,476 page views

14. To Receive items for the next Agenda

- a) Councillor Co-option
- b) Headway Grant
- c) New Bench in Church Wood
- d) Bringing Back Nature - Biodiversity for Parishes webinar - *update*

15. To Confirm the Future Meeting Dates:

- Tuesday 28th May 2024 at 6.00 pm – **New Date**
Annual Parish Meeting & Annual Parish Council Meeting
- Tuesday 2nd July 2024 at 6.00 pm
- Tuesday 3rd September 2024 at 6.00 pm
- Tuesday 5th November 2024 at 6.00 pm

The meeting ended at 7.52 pm

Signed: _____ Chair

Date: _____