

Homersfield Parish Council

ANNUAL PARISH COUNCIL MEETING

Homersfield Black Swan

Wednesday 25th May 2022 at 6.30pm

Present

Chair Angela Stokes, Councillor Lucy Hammond, Councillor Jo Westgate

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present:

A. To receive Reports from the County & District Councillor

No further reports

B. Public Forum – for Members of the Public

MINUTES

1. To Appoint a Chair

Angela Stokes was elected unanimously as Chair.

Cllr Stokes signed the Declaration of Acceptance of Office form.

2. To Appoint a Vice Chair

Councillors agreed not to elect a Vice Chair as there are only three Councillors.

3. To consider Apologies for Absence

None

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

None

5. To Approve the Minutes of the Meeting held on 1st March 2022

The Minutes from the Meeting held on 1st March 2022 were confirmed unanimously as a true and accurate record and signed by the Chair.

6. Matters Arising from the Minutes above and not on the Agenda

None

7. Co-option to fill the Two Casual Vacancies

None

8. Finance

a) To Approve the End of Year Accounts 2021/22

Councillors approved unanimously the End of Year Balance Sheet 2021/22.

b) To Approve the Internal Auditor's Report for 2021/22

Councillors approved the Internal Auditor's Report for 2021/22.

c) To Approve the Annual Audit Return Sections 1 & 2

Councillors agreed unanimously the Annual Audit Return the Chair and RFO signed the Annual Audit Return Sections 1 & 2.

Signed: _____ Chair

Date: _____

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- d) **To Agree to a Certificate of Exemption from a Limited Assurance Review**
Councillors agreed unanimously to certify themselves as exempt from a Limited Assurance Review. The Chair and RFO signed the Certificate of Exemption.
- e) **To Appoint the Internal Auditor for 2022-23**
Councillors resolved unanimously to appoint the Internal Auditor Mr Trevor Brown for 2022-23.
- f) **To receive the Financial & Budget Reports and Approve Income & Expenditure**
Councillors resolved unanimously to approve the following Receipts and Expenditure.

DATE	REFERENCE	DETAILS	RECEIPTS	PAYMENT
01/04/2022	credit	VAT Reclaim 01/04/2021-31/03/2022	£ 383.59	
01/04/2022	credit	ESC Precept 2022/23	£4,700.00	
28/04/2022	S/O	Clerk's Salary		£ 184.48
03/05/2022	100867	SALC Membership Subscription		£ 138.49
03/05/2022	100868	SALC Training - LH		£ 30.00
03/05/2022	100869	Clerk's Expenses April-May		£ 166.12
03/05/2022	100870	Chair's Expenses - Fuel		£ 16.22
		Total	£5,083.59	£ 535.31

- g) **To Consider Wood Survey Quotations**
Councillors discussed and agreed to obtain another quotation. Action: Clerk
- h) **Homersfield Bridge Oak Posts**
The Oak Posts are now in place to protect the bridge and reflective tape will be placed around each post. Action: Chair
- i) **Suffolk Accident Rescue Service Grant Request**
Councillors resolved to give a £50.00 grant to Suffolk Accident Rescue Service.

9. 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**

Cllrs discussed and asked the Clerk to find out the closing date of the charities. Action: Clerk

10. Planning Applications and Decisions

Cllrs noted the following:

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

Decisions

b) **Flixton Park Quarry Homersfield Road Flixton West Suffolk NR35 1NN**

County Council Consultation - SCC/0007/22W - Proposed erection of replacement sand and gravel processing plant (permitted development rights withdrawn by condition no. 3 attached to planning permission no. W/15/5183/CC.

Ref. No: DC/22/1093/CCC | Validated: Thu 17 Mar 2022 | Status: Approved

Signed: _____ Chair

Date: _____

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11. Homersfield Phonebox

a) Wildlife Information Guides

The guides have been received and are now on display.

b) Footpath Map

The footpath map has been enlarged, laminated and on display in the phonebox.

c) Village Map

The Village map has nearly been completed and should soon be ready for printing.

d) Guardian

Unfortunately, no guardian has been found for the phonebox yet.

12. Homersfield Wood

a) Working Party Report

No further report.

b) Suffolk Wildlife Trust Community Wildlife Advisor Report

The Clerk received permission to place the report on HPC's website.

13. Queen's Platinum Jubilee 2022

a) Tree Planting

The tree has now been planted near 'The Millennium Sculpture' – many thanks to Mr Mark Timms for planting and Councillors for watering.

b) Queen's Platinum Jubilee Plaque

The plaque has been received and will be in place on the village sign for the Jubilee weekend.

c) Queen's Platinum Jubilee Tea Party

HPC has received a grant from the Homersfield's Poor Land's charity and a free tea, cake and games event will be held in the garden of the Black Swan pub to mark this celebration.

14. Village Maintenance

a) Village Litter Pick – 5th March 2022

Four parishioners and Councillors attended the litter pick – many thanks for maintaining the village.

b) Ride-on Lawnmower

HPC's ride-on lawnmower is being assessed for future use.

c) Wild spaces return to East Suffolk - Pardon the Weeds we are Feeding the Bees 2022

[Cllrs agreed they were happy with the present ESC grass cutting arrangements.](#)

d) Nature Reserve

The Chair advised the white posts to mark the nature reserve have not been replaced.

Action: Chair/Clerk

15. Correspondence

Cllrs noted:

a) Redenhall & Harleston Town Council – Grant thank you letter

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

None

17. To Receive items for the next Agenda

None

Signed: _____ Chair

Date: _____

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18. To Confirm the Future Meeting Dates:

- Tuesday 5th July 2022 at 6.00pm
- Tuesday 6th September 2022 at 6.00pm
- Tuesday 1st November 2022 at 6.00pm

The meeting ended at 8:25pm

Signed: _____ Chair

Date: _____