

# Homersfield Parish Council

## PARISH COUNCIL MEETING

*Homersfield Black Swan*

**Tuesday 26th September 2023 at 6.00 pm**

### Councillors Present:

Lucy Hammond (Chair), Debbie Bird, Ian Duffy, Angela Stokes & Jo Westgate

**Clerk/Responsible Financial Officer (RFO):** Sally Chapman

**Also Present:** County Councillor Judy Cloke

### A. To Receive Reports from the County & District Councillors

County Councillor Judy Cloke spoke of her recent activities including Flixton Gravel Pits and answered questions.

### B. Public Forum – for Members of the Public

None

## MINUTES

### 1. To Approve Apologies for Absence

None

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

5.a) Cllr Hammond declared a non-pecuniary interest – husband repaired the bus shelter

5.a) Cllr Duffy declared a non-pecuniary interest – repaired the bus shelter

### 3. To Approve the Minutes of the Meeting held on 4th July 2023

[The Minutes from the Meeting held on the 4th July 2023 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. Finance

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

The Chair signed the latest bank statement and the RFO read out the reports.

*Cllr Hammond & Cllr Duffy declared a non-pecuniary interest and did not vote*

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

DATE	REFERENCE	DETAILS	RECEIPTS	EXPENDITURE
28/07/2023	S/O	Clerk's Salary - July		£ 200.00
16/08/2023	credit	SCC - Daffodil Grant	£ 55.00	
28/08/2023	S/O	Clerk's Salary - August		£ 200.00
26/09/2023	100929	Mr L Hammond - Bus Shelter Repairs		£ 427.43
26/09/2023	100930	Zurich Insurance – Year 3		£ 491.40
26/09/2023	100931	ESC - uncontested Election Cost		£ 44.88
26/09/2023	100932	Clerk's Expenses August-September		£ 49.45
26/09/2023	100933	Eurogarden Imports Ltd - Daffodil Bulbs		£ 55.50
26/09/2023	100934	Royal British Legion - Poppy Wreath		£ 23.98
		<b>Total</b>	<b>£ 55.00</b>	<b>£ 1,492.64</b>
		<b>Reserves</b>		
		General Reserves		£ 5,114.29
		Restricted Reserves		£ 2,451.74
		<b>Total</b>		<b>£ 7,566.03</b>

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_

# Homersfield Parish Council

- b) **Bank Signatories Mandate**  
Cllrs confirmed the Barclays mandate had been signed and returned.
  - c) **To Note and Review the Insurance Renewal – Year 3 (3-Year Long Term Agreement)**  
Councillors reviewed and approved the Insurance Renewal after making minor adjustments to the asset list.
  - d) **Viking Lawn Mower Service**  
Councillors resolved to have the Viking lawn mower serviced.
  - e) **Poppy Wreath for Remembrance Day – update**  
The Chair confirmed the Poppy Wreath had been received and Cllr Bird will put it on the village sign on Armistice Day.
  - f) **Bus Shelter Repairs – update**  
Cllr Duffy advised the bus shelter is now water tight and the inside will soon be finished with the seats painted and a noticeboard.
6. **Homersfield’s Playing Field - update**  
Cllr Bird (*Chair of Homersfield’s Playing Field Charity*) informed the grass had received a rough cut and will soon have an independent safety assessment of the playground and equipment. The playing field will remain closed until it can be transferred to the Parish Council.  
Cllr Duffy advised he is working with different parties to get the Playing Field issues resolved and is making progress.
7. **Planning Applications and Decisions**  
Cllrs noted the following:  
**Applications**
  - a) **Reference: DC/22/2522/FUL**  
Proposal: Construction of two ground floor extensions  
Wortwell Mill, Low Road, Homersfield, Harleston, Suffolk, IP20 0HJ  
Validated: Thu 28 Jul 2022 | Status: Awaiting decision  
[At HPCs 17<sup>th</sup> August 2022 meeting Councillors agreed NEUTRAL and added comments to the planning application.](#)**Decisions**
  - b) **Reference: DC/22/3007/LBC**  
Listed Building Consent – The erection of two ground floor extensions to a listed building Wortwell Mill Low Road Homersfield Harleston Suffolk IP20 0HJ  
Validated: Thu 28 Jul 2022 | Status: Application Permitted  
[At HPCs 17<sup>th</sup> August 2022 meeting Councillors resolved NO COMMENT.](#)
8. **Homersfield Phone Box**  
The Chair was delighted to inform two parishioners have put a great display ‘The History of Phone Boxes’ in Homersfield’s phone box for all to enjoy.
9. **Homersfield Church Wood**
  - a) **Deeds**  
Cllr Duffy advised he could not locate a copy of Church Wood’s deeds and suggested the solicitor who handled the sale may have them.  
[Councillors resolved to make enquiries with the solicitor and ask for a copy of the deeds \(up to the sum of £50\).](#)

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_

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## b) Wood Working Party - 16th September 2023

CLRs advised the wood working party was well attended and lots of good work was completed. The next Wood Working parties are on the 14th October and 25<sup>th</sup> November 2023 at 10.00 am and volunteers are welcome.

Councillors agreed a first aid box should be at the wood working parties and will borrow Homersfield Church's after reviewing and replenishing any items.

## c) Removal of Dead Trees

The Tree Warden has advised:

- There are 12-15 middle sized sycamores that have died in the last year and should be removed. CLRs will review. **Action: CLRs**
- There is a dead Oak and Beech which need sensitive treatment of removing their dead branches.

Councillors requested the Clerk to contact the tree surgeon to survey the dead Oak and Beech and to quote to remove the dead branches.

## d) Memorial Bench – update

The new memorial bench is now in place and added to HPCs asset list. Cllr Bird and Cllr Stokes has risk assessed for safety and all agreed it is a lovely asset to the woods.

CLRs informed the original bench (first bench, right-hand side from church) requires maintenance. **Action: CLRs**

## e) Permissive Path Signs and Circular Walk Discs – update

The above have now been received and will be put in place soon.

## f) New Information Sign – c/f

## 10. Village Maintenance

### a) Ride-on Lawnmower – update

Councillors agreed to advertise the Ride-on Lawnmower on the village noticeboard. **Action: LH**

### b) Nature Reserve White Posts – update

Not replaced - Clerk to chase Suffolk County Council (SCC). **Action: Clerk**

### c) Jubilee Oak Tree Replacement

The Clerk confirmed she has ordered the Oak for collection in November. **Action: Clerk**

### d) Daffodil Planting

The Daffodils have been received and CLRs planned a Daffodil planting day on 11<sup>th</sup> October at 10.00 am meeting at Mill Cottage.

### e) Litter Picking Party

The next day is on the 21st October 2023 at 10.00 am meeting on the village green.

### f) Village Green Grass Cutting

The Chair informed the parishioner who has been kindly cutting the village green for years has retired and CLRs expressed how grateful they were for his work. A new volunteer has agreed to continue.

### g) Village Plaques

CLRs discussed the village plaques and the Chair said she would report back on the 'Best Kept Village' shield in the Church. **Action: LH**

Councillors resolved to purchase a new commemoration plaque (to the sum of £40.00) to place on the village sign. **Action: Clerk**

## 11. Correspondence

None

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_

# Homersfield Parish Council

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

a) **Bus Links – c/f**

b) **Parking by the Bus Shelter**

CLLrs discussed parking near the bus shelter and junction making it difficult and dangerous for children using the school bus. Clerk to report to SCC and the Police.

Action: Clerk

**13. To Receive items for the next Agenda**

a) **Budget and Precept Setting**

b) **Legal Ownership of Assets, Equipment and a Maintenance Plan**

c) **Speeding**

Action: ID

**14. To Confirm the Future Meeting Dates:**

- **Monday 6th November 2023 at 6.00 pm**

*The meeting ended at 8.02pm*

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_