

# Homersfield Parish Council

## PARISH COUNCIL MEETING

*Homersfield Black Swan*

**Tuesday 21st July 2026 at 6.00 pm**

**Councillors Present:** Lucy Hammond (Chair), Debbie Bird, Lynne Elliott & Peter Kent

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

**Also Present:** County Councillor Peter Aiano and two parishioners

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

No questions

### B. To Receive Reports from the County & District Councillors'

**County Councillor Peter Aiano** reported:

- Suffolk County Council is challenging the Government's proposal to replace the current two-tier council structure with three new unitary councils. If implemented, elections are expected in May 2027 with the new councils taking effect from April 2028.
- He has completed scrutiny and other training and has been appointed to the Suffolk and Essex Coast and Heaths National Landscapes Joint Advisory Committee.
- In Bungay, he has met with the Traffic Working Party, Highways and the Police to discuss anti-social behaviour.
- He has met with the East Suffolk Communities Officer to discuss funding opportunities.
- Discussions continue with Bungay Community Support regarding funding for new premises.
- He has attended introductory meetings with most parish councils in his division and continues to deal with casework and residents' concerns across the villages.
- County Councillor Peter Aiano advised Councillors that funding and resources, including training and litter picking equipment, may be available through the Suffolk County Council Community Self Help section of the County Council's website.

**District Councillor Anthony Specca** sent apologies.

*All reports are available on [HPC's website](#).*

## MINUTES

### 1. To Approve Apologies for Absence

None

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

Cllr Hammond declared a pecuniary interest in Agenda Item 5(c), as she had submitted a claim for reimbursement.

### 3. To Approve the Minutes of the Meetings held on Tuesday 9th June 2026

*The Minutes from the Meeting held on Tuesday 9th June 2026 were confirmed unanimously as a true and accurate record and signed by the Chair.*

### 4. To Consider Co-option to fill the Casual Vacancy

The Chair had written to Homersfield residents to encourage them to consider becoming Parish Councillors. This had been successful, with four parishioners putting themselves forward for co-option.

*Councillors unanimously Resolved to co-opt Mr Tom Holdridge as a Parish Councillor. He signed the Declaration of Acceptance of Office and was welcomed to the Council.*

**Action: Clerk**

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

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

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## 5. Finance

### a) To Note the Certificate of Exemption from a Limited Assurance Review was Submitted on 10<sup>th</sup> June 2026

Councillors noted that the Certificate of Exemption had been submitted on 10<sup>th</sup> June 2026, before the deadline of 1<sup>st</sup> July 2026.

### b) To Appoint the Internal Auditor for 2026/27 – update

Councillors noted that the Internal Auditor, Mr Trevor Brown, had agreed to undertake the Internal Audit for the 2026/27 financial year in April 2027.

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

- *The dispensation granted to Cllr Hammond, Cllr Bird and Cllr Elliott, as Trustees of Homersfield Community Park, at the meeting held on 18th November 2025 in relation to the annual £500 grant to Homersfield Community Park, remains in place and it did not need to be declared again.*
- *Cllr Hammond declared a pecuniary interest and did not vote as she had submitted a claim for reimbursement.*

Councillors Resolved unanimously to Approve the following Receipts and Expenditure:

| DATE       | REFERENCE | DETAILS                                   | RECEIPTS   | EXPENDITURE        |
|------------|-----------|-------------------------------------------|------------|--------------------|
| 28/06/2026 | Transfer  | Clerk's Salary - June                     |            | £ 233.44           |
| 30/06/2026 | S/O       | Bank Fee                                  |            | £ 7.00             |
| 21/07/2026 | 7         | Clerk's Expenses - April & May            |            | £ 28.00            |
| 21/07/2026 | 8         | Homersfield Community Park - Annual Grant |            | £ 500.00           |
| 21/07/2026 | 9         | Mrs L Hammond - What's On costs           |            | £ 15.60            |
| 21/07/2026 | 10        | July's Meeting Costs                      |            | £ 10.45            |
|            |           | <b>Total</b>                              | <b>£ -</b> | <b>£ 794.49</b>    |
|            |           | <b>Reserves</b>                           |            |                    |
|            |           | General Reserves                          |            | £ 9,816.54         |
|            |           | Restricted Reserves                       |            | £ 14,507.61        |
|            |           | <b>Total</b>                              |            | <b>£ 24,324.15</b> |

### d) To Consider a Remembrance Poppy Wreath or RBL Donation

Councillors Resolved to purchase the Remembrance Poppy Wreath at a cost of £23.00.

### e) To Consider the Tree Surgery Quotation

Councillors discussed the management of Church Wood following the Tree Risk Assessment and the presence of bats within a dead sycamore identified as requiring removal. It was agreed that the Chair would write to the East Suffolk Council Tree Officer seeking advice on how to balance the need to maintain public safety with the legal protection of bats and other wildlife, and to request guidance on the appropriate management of the woodland going forward. Once the way forward is clear with regard to the bats;

Councillors Resolved to accept the quotation for all appropriate tree surgery work.

The works are to be carried out during the winter, subject to the necessary ecological and wildlife requirements being met.

## 6. Planning Applications and Decisions

To review the listed Planning Applications and any additional Applications issued after the agenda is published.  
Click the Application number to view.

### Applications

#### a) DC/26/2001/FUL & DC/26/2002/LBC

Proposal: Replacement rear extension and internal alterations & Listed Building Consent  
Site address: 83 The Green, Homersfield, Harleston, Suffolk, IP20 0ET

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

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

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HPC: Councillors Resolved to submit a neutral response, with the comment that the roofline height should be carefully considered. ESC Status: Pending

**b) DC/26/2099/FUL & DC/26/2100/LBC**

Proposal: Retrospective Application - Erection of a home office/gym building and fence & Listed Building Consent - Retention of a home office/gym building and fence

Site address: Wortwell Mill, Low Road, Homersfield, Harleston, Suffolk IP20 0HJ

HPC: Councillors Resolved to submit a neutral response. However, Councillors expressed concern regarding the number of retrospective planning applications submitted for this property.

ESC Status: Pending

**c) DC/26/2097/FUL**

Proposal: Retrospective Application - Erection of a Cart Lodge building

Site address: Wortwell Mill, Low Road, Homersfield, Harleston, Suffolk IP20 0HJ

HPC: Councillors Resolved to submit a neutral response. However, Councillors expressed concern regarding the number of retrospective planning applications submitted for this property.

ESC Status: Pending

**d) DC/26/2057/FUL**

Proposal: Extend a C20 addition to the rear

Site address: 82 The Green, Homersfield, Harleston, Suffolk, IP20 0ET

HPC: Councillors Resolved a Neutral Decision on this application with no comments.

ESC Status: Pending

## Decisions

**e) DC/26/1739/TCA**

Proposal: 1 Group of mixed species Trees (marked on submitted plan) - Reduce away from Kiosk by 1m

Site address: Pump House North West of Black Swan Hotel, Church Lane, Homersfield, Suffolk.

HPC: Councillors Resolved a Neutral Decision on this application with no comments.

Status: ESC: No Objections

## 7. Homersfield Phonebox

**a) Maintenance**

Cllr Kent agreed to undertake maintenance to the village telephone box, including repainting the black paintwork around the base.

Action: PK

## 8. Homersfield Church Wood

**a) Bridleway Hedge Maintenance**

Cllr noted that Suffolk County Council (SCC) had confirmed that Bridleway 5 is included in the annual surface cutting programme and receives two cuts each year. SCC also advised that the maintenance of side growth from hedges and trees is the responsibility of Homersfield Parish Council.

A parishioner offered to obtain a quotation for hedge cutting using a tractor-mounted hedge cutter. Cllrs also requested that the Clerk obtain a quotation from the Parish Handyman for the same work.

Action: Clerk

**b) Information Board – update**

Cllrs agreed that the Church Wood Information Board should be relocated to a more suitable position. A drainage hole will also be drilled to prevent rainwater from collecting inside the board.

## 9. Homersfield Community Park

The Chair of the Community Play Park Committee, Cllr Bird advised that she would ask the Parish Handyman to cut back the overhanging branches. She also advised that there were plans for new equipment.

## 10. Village Maintenance

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

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

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- a) **Storage Shed Proposal** – c/f
- b) **Village Noticeboard Maintenance** – *update*  
Cllrs noted that refurbishment of the Village Noticeboard had started. During the work, the wood underneath the existing finish was discovered and consideration will be given to staining the wood rather than repainting it.
- c) **Village Name Entrance Sign Maintenance** – *scheduled in August*

## 11. Correspondence

- a) **Clerks & Councils Magazine**

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

### a) **Local Plan Scoping Consultation - Briefing for Town and Parish Councils**

The Chair attended the East Suffolk Council Local Plan Scoping Consultation briefing on 16th June 2026.  
[Councillors delegated authority to the Chair to complete the Local Plan Scoping Consultation on behalf of Homersfield Parish Council.](#)

### b) **Bus Service Improvement - Adrian Ramsay MP**

Cllrs noted that the Bus Service Improvement Consultation had been added to the Homersfield What's On communication to encourage parishioners to provide their views and respond.

### c) **Litter Pick Dates**

Cllrs noted that the next village litter pick would take place on 17th October 2026.

[Councillors requested that the Clerk contact East Suffolk Council to confirm how frequently the litter bin located off the B1062 slip road is emptied, as it is regularly overflowing. Councillors also requested that East Suffolk Council consider providing a larger litter bin and make the bin more visible.](#) **Action: Clerk**

### d) **Village Communication**

Cllrs noted that the August/September What's On had been issued and circulated with the Parish Magazine and published on the Homersfield Parish Council website.

## 13. To Receive items for the next Agenda

None

## 14. To Confirm the Next Meeting Dates:

- Tuesday 15<sup>th</sup> September 2026 at 6.00 pm
- Tuesday 17<sup>th</sup> November 2026 at 6.00 pm

*The meeting ended at 7.43 pm*

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

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