

Homersfield Parish Council

PARISH COUNCIL MEETING *Homersfield Black Swan* Tuesday 9th June 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

A. Public Forum – for Members of the Public

None

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

- County Councillor Peter Aiano

The Chair welcomed the newly elected Suffolk County Councillor and he gave a brief update regarding his new appointment and initial priorities.

- District Councillor Anthony Specca sent apologies and a report.

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

MINUTES

1. To Appoint a Chair

Lucy Hammond was Proposed and Elected unanimously as Chair and signed the Declaration of Office form.

2. To Appoint a Vice Chair

Councillors Resolved not to Appoint a Vice Chair as Homersfield is such a small council.

3. To Approve Apologies for Absence

None

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

The Chair declared a non-pecuniary interest in item 7(f), as her husband had submitted an invoice for payment.

5. To Approve the Minutes of the Meetings held on Tuesday 17th March 2026

The Minutes from the Meeting held on Tuesday 17th March 2026 were confirmed unanimously as a true and accurate record and signed by the Chair.

6. To Consider Co-option to fill the Casual Vacancy

None. Councillors discussed writing to residents of Homersfield to encourage them to consider becoming a Parish Councillor. The Chair had drafted a letter and the Clerk will provide address labels for the envelopes.

Action: Chair/Clerk

7. Finance - All documents can be found on [HPC's website](#)

a) To Approve the End of Year Accounts 2025/26

Councillors Approved unanimously the End of Year Balance Sheet for 2025/26.

b) To Approve the Internal Auditor's Report for 2025/26

Councillors Approved the Internal Auditor's Report for 2025/26 and noted there were no recommendations.

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

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

Signed: _____ Chair

Date: _____

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d) To Agree a Certificate of Exemption from a Limited Assurance Review

Councillors Agreed unanimously to certify the Council as Exempt from a Limited Assurance Review and the Chair and RFO signed the Certificate of Exemption.

e) To Appoint the Internal Auditor for 2026/27

Councillors Agreed unanimously to appoint the current Internal Auditor, Mr Trevor Brown to undertake the audit of the Council's accounts for the 2026/27 financial year.

f) 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
08/04/2026	Transfer	VAT Reclaim 2025/27	£ 218.49	
28/04/2026	S/O	Clerk's Salary - April		£ 233.44
29/04/2026	Transfer	Precept 2026/27	£ 7,300.00	
30/04/2026	Transfer	Bank Fee		£ 7.00
25/05/2026	S/O	Clerk's Salary - May		£ 233.44
29/05/2026	DD	ICO Data Protection - Fee		£ 47.00
31/05/2026	Transfer	Bank Fee		£ 7.00
09/06/2026	1	Clerk's Expenses - April & May		£ 35.59
09/06/2026	2	SALC - Subscription		£ 120.25
09/06/2026	3	Trevor Brown - Internal Auditor		£ 256.60
09/06/2026	4	APM Meeting Costs		£ 10.30
09/06/2026	5	L. Hammond - Lawnmower & Strimmer repairs and fuel		£ 45.81
09/06/2026	6	June Meeting Costs		£ 10.60
		Total	£ 7,518.49	£ 1,007.03
		Reserves		
		General Reserves		£ 5,011.46
		Restricted Reserves		£ 15,007.61
		Total		£ 20,019.07

8. 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/26/1739/TCA](#)

Proposal: 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.

Status: Pending.

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

Decisions

b) [DC/26/1208/TCA](#)

Proposal: 1 x Beech (marked on submitted plan) - Raise crown on north, north-east, and east sides to 7m from ground level.

Site address: Black Swan Cottage, 86 The Green, Homersfield, Harleston, Suffolk IP20 0ET

Consultation letter expiry date: 23 April 2026 - Status: No Objections

c) [DC/25/4202/FUL](#)

Proposal: Alterations, extensions and for the reinstatement of the residential use of Flixton Hall and wider landscape enhancements.

Site address: Former Flixton Hall, Flixton Hall Estate, Flixton West, Suffolk. Status: Permitted

Signed: _____ Chair

Date: _____

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9. Homersfield Phonebox

Cllrs agreed that the telephone box would benefit from some minor maintenance, particularly to the black paintwork around the base.

10. Homersfield Church Wood

a) Tree Surgery

The Chair provided an update on Homersfield Wood and the bats. She reported that she had met with a new tree surgeon, who would be submitting a quotation for works to be carried out in the autumn.

b) Tree Planting

Cllrs discussed further tree planting and a free tree pack containing 105 saplings is due to arrive in November and tree guards will be required to protect the young trees.

c) Information Board

Cllrs discussed the siting of the Information Board and agreed that it is not currently located in the most suitable position. It will be relocated to a more appropriate location and a drainage hole will be drilled in the bottom corner to allow rainwater to drain away.

11. Homersfield Community Park

The Chair of the Community Play Park Committee, Cllr Bird reported that a recent play area inspection had been carried out. The report identified that some of the equipment requires cleaning, which will be undertaken in due course.

12. Village Maintenance

a) Storage Shed

Cllr Kent advised that planning permission would not be required for a shed within the play area, provided it was not installed on a concrete base. The shed will be sited on paving slabs, with its size and exact location to be agreed.

Action: PK

b) Village Noticeboard – c/f

13. Correspondence

Councillors have been invited to an East Suffolk Council Local Plan Scoping Consultation briefing via Zoom on Tuesday 16 June at 10.00 am.

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

a) Website Statics 2025/26

Cllrs reviewed the Parish Council website statistics and noted that page views had increased by 647 to 1,718 during the last financial year. Active users had also increased by 99, bringing the total to 367.

b) Village Communication

The next village communication will provide details on the recently distributed East Suffolk Council bins and guidance for residents on using the East Suffolk Council App.

c) Village Sign

The Clerk reported that the village sign coming from the B1062 is scheduled to be repaired at the beginning of August.

d) Flixton Quarry

Cllr Elliott attended the Flixton Quarry Liaison Meeting on 3rd June 2026 and reported that attendees had met the new temporary manager, who will take over when the current manager leaves. There was considerable discussion regarding the archaeological finds uncovered at the site and how these might be displayed to members of the public.

Cllrs noted that the planning application for an extension to Flixton Quarry, allowing the extraction of a further 856,000 tonnes of sand and gravel and extending operations until 2031, had been approved. The next Flixton Quarry Liaison Meeting will be held on 3 December 2026 at 1.00 pm.

Signed: _____ Chair

Date: _____

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15. To Receive items for the next Agenda

a) Litter Pick Dates

16. To Confirm the Next Meeting Dates:

- Tuesday 21st July 2026 at 6.00 pm
- Tuesday 15th September 2026 at 6.00 pm
- Tuesday 17th November 2026 at 6.00 pm

The meeting ended at 7.31 pm

Signed: _____ Chair

Date: _____