

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 19th November 2024 at 6.00 pm

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

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 sent a report and gave an update. The District Councillors' sent apologies and a report.

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

B. Public Forum – for Members of the Public

None

MINUTES

1. To Approve Apologies for Absence

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

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

None

3. To Approve the Minutes of the Meeting held on 17th September 2024

[The Minutes from the Meeting held on the 17th September 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
24/09/2024	Transfer	Marquee Hire	£ 10.00	
30/09/2024	S/O	Clerk's Salary - September		£ 216.00
30/09/2024	D/D	Bank Service Charge		£ 18.00
08/10/2024	credit	ESC Bridge Information Board Grant	£ 655.00	
17/10/2024	credit	CAS Parish Protect Insurance - (refund)		£ (23.60)
30/10/2024	S/O	Clerk's Salary - October		£ 216.00
31/10/2024	D/D	Bank Service Charge		£ 5.40
19/11/2024	13	CAS - Website Hosting		£ 60.00
19/11/2024	14	Bolting Darts LTD - Phone Box Noticeboard		£ 20.31
19/11/2024	15	Amazon - 2 x Padlocks		£ 37.67
19/11/2024	16	Robinsons Stationers - Printing & Laminating		£ 14.10
19/11/2024	17	Clerk's Expenses - October-November & Backpay		£ 100.26
19/11/2024	18	Ravencroft Tree Services Ltd - Wood Survey		£ 474.00
19/11/2024	19	Hattens Farm Nurseries		£ 15.00
		Total	£ 665.00	£ 1,153.14
		Reserves		
		General Reserves		£ 7,038.10
		Restricted Reserves		£ 2,351.74
		Total		£ 9,389.84

Signed: _____ Chair

Date: _____

Homersfield Parish Council

b) To Consider Gov.UK Email Addresses and Website Domain & Grant

Councillors Approved the change to a gov.uk website domain and a gov.uk email address for the Clerk only. They also agreed to claim the government grant of £120 to support this change.

c) To Note the Clerk's National Association Local Councils (NALC) Pay Award from 1st April 2024

Cllrs noted the Clerk's Annual Pay Award negotiated by NALC.

d) To Approve the Budget and Precept 2025/26

Councillors Resolved to Approve the Draft Budget and set a Precept of £7,000 for 2025/26, unchanged from last year (estimated at £ 114.81 per annum for a Band D property) - *copy attached.*

e) Homersfield Playing Field – update

Councillors Requested the Clerk to contact the solicitors for the transfer document from Homersfield Parish Council to Homersfield Community Park CIO.

Action: Clerk

f) Homersfield Bridge Information Board Repair – update

The Clerk was pleased to report that a grant of £655 had been received from East Suffolk Council District Councillors for the repair of the information board. The board has now been removed and is currently undergoing repairs.

5. Planning Applications and Decisions

Cllrs noted the following:

Applications

a) Planning reference: DC/24/3355/LBC

Proposal: Listed Building Consent - Renewal of the failing lime plaster and the restoration of the original parquetry.

Site address: 83 The Green, Homersfield, Harleston, Suffolk, IP20 0ET

Status: pending

Councillors Approved unanimously the above application with no comments.

Decisions

b) Homersfield Article 4 direction – Public consultation

(full details on HPC's website: <http://homersfield.onesuffolk.net/parish-council/meeting-dates-agendas-and-draft-minutes>)

Status: ESC - Following consultation with the Local Plan Working Group it was decided that these should not be restricted.

c) Planning Reference: DC/24/1460/TCA

Proposal: 1 x Silver Birch (T1 on plan) - Reduce height by 1/3 and re-shape.

1 x Ash (T2 on plan) - Pollard to 1/3.

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

Consultation letter expiry date: 14 May 2024

Status: No objections

6. Homersfield Community Park update

The Chair of Homersfield Community Park, Mrs Debbie Bird, reported that the equipment repairs are progressing well and are expected to be completed soon.

7. Homersfield Phonebox

The Chair has updated the display in the phone box for 11th November to commemorate the soldiers lost in the wars. Councillors requested that the Clerk contact the River Waveney Trust to enquire if they would be interested in setting up a display of their work in the phone box.

Action: Clerk

Signed: _____ Chair

Date: _____

Homersfield Parish Council

8. Homersfield Church Wood

a) Tree Survey Report 2024

Cllrs discussed the latest wood survey and noted the necessary work identified.

Councillors Resolved to ask the Clerk to obtain three quotations from their tree surgeons for the following:

1. Work required within 9 months.
2. Work required within 18 months.
3. A quotation to complete both 1 and 2 together.

b) Removal of Circular Bench – c/f

c) Cutting of the Bridleway – update

East Suffolk Council (ESC) has informed HPC that it is their responsibility to maintain the bridleway through the woods.

d) Bird & Bat Boxes – update

The Tree Warden has confirmed that he would be happy to run a workshop on making bird and bat boxes for the woods in the spring.

e) Welcome/Information Board– update

f) Cllr Elliott reported that a draft design for the welcome/information board is currently in progress.

g) Wood Working Parties September & October 2024 – update

The Chair reported that brambles and undergrowth were cleared during the September and October wood-working parties. Cllr Bird was thanked for collecting the Individual responsibilities forms and expressed gratitude to all who attended. The next scheduled dates are 24th November, 8th December, 12th January, and 9th February 2025.

9. Village Maintenance

a) Grit Bins

ESC has confirmed that the two grit bins have been inspected and refilled as required.

b) Homersfield Entrance Sign from A143 – update

County Councillor Judy Cloke advised the sign is on SCC works list.

c) Litter Pick - update

The litter pick held on Saturday, 12th October 2024, was very successful, resulting in the collection of nine bags of rubbish and other items from around the village. The next one will be held on 15th March 2025.

d) Nature Reserve White Posts – update

The Roadside Nature Reserve post has still not been replaced, despite being reported several times over several years. The Chair has contacted the SCC Environmental Team to request their assistance.

Action: LH

e) Jubilee Oak Tree Replacement – update

The replacement Jubilee Oak has been received and will be planted soon.

10. Correspondence

Cllrs noted the following:

a) Historic Building Grant Scheme

£1,500 funding is available from ESC Historic Buildings Grant Scheme for building owners to maintain/repair historic windows and doors in their properties. This funding is available only eligible properties in Conservation Areas that are covered by Article 4 direction including Homersfield. More information: <https://www.eastsuffolk.gov.uk/planning/design-heritage-ecology-trees-landscape-and-rights-of-way/heritage/historic-building-grant-scheme> or contact the Heritage Team at heritage@eastsuffolk.gov.uk.

Signed: _____ Chair

Date: _____

Homersfield Parish Council

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

a) Poppy Wreath & Crosses for Remembrance Day – update

Armistice Day was commemorated with a poppy wreath and crosses placed at the village sign for Remembrance Day.

b) Village Communication

Cllrs discussed village communication and ways to welcome new residents. It was suggested that a postcard featuring the village sign on one side and key information on the other could be delivered alongside the parish magazine. Action: LH/Clerk

c) Wortwell Bonfire

A recent bonfire in the neighbouring village caused smoke and ash to affect the village for several days. This was reported to the ESC Environmental Team, who advised that they would contact SNC and the landowner to request greater consideration in the future.

d) Lorry Parking

Cllrs noted that lorries have been parking incorrectly on the A143 slipway at the entrance to the village. It was agreed that photographs will be taken in the future and reported to the respective companies.

12. To Receive items for the next Agenda

None

13. To Confirm the Future Meeting Dates:

- Tuesday 28th January 2025 at 6.00 pm – date change
- Tuesday 18th March 2025 at 6.00 pm
- Tuesday 6th May 2025 at 6.00 pm – date change
- Tuesday 15th July 2025 at 6.00 pm
- Tuesday 16th September 2025 at 6.00 pm
- Tuesday 18th November 2025 at 6.00 pm

The meeting ended at 7.55 pm

Signed: _____ Chair

Date: _____

Homersfield Parish Council

Homersfield Parish Council - Budget 2025/26	
INCOME	Approved
	Budget
	2025/26
Precept	7000.00
Total Budgeted Income	7000.00
Non-Budgeted Income	
Grants/CIL Payments	-
VAT Reclaim from previous year	150.00
Business Saver Interest	175.00
Lawnmower Sale	-
Marquee Hire	-
Total Income	7,325.00
EXPENDITURE	
Clerk's Salary	2,834.00
Clerk's Office Costs	168.00
General Expenses	120.00
ICO Data Protection	35.00
Insurance 3-year LTA 2021-24	360.00
Internal Audit	125.00
Maintenance	100.00
Miscellaneous	120.00
S137 Grants/Donations	100.00
Subscription SALC	125.00
Training	60.00
Future/Village Projects	-
Homersfield Wood	2,900.00
Website Hosting	50.00
Total Budgeted Expenditure	7,097.00
Non-Budgeted Expenditure	
Gov.UK Email Addresses and Website Domain	24.00
Bank Service Charge	72.00
Vat to Reclaim	150.00
Daffodil Bulbs	-
Bus Shelter Repairs	-
Election Cost	-
Total Expenditure	7,343.00
Overall Variance	-18.00

Date: _____