

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 17th September 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:

A. To Receive Reports from the County & District Councillors' - Full reports are on the website:
<http://homersfield.onesuffolk.net>

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 Meetings held on 16th July 2024, 30th July 2024 & Church Wood Meeting 12th August 2024

[The Minutes from the Meeting held on the 16th July 2024, 30th July 2024 & Church Wood Meeting 12th August 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Finance

a) Certificate of Exemption from a Limited Assurance Review – update

Cllrs noted the External Auditor's notification of Exempt Status for 2024, confirming that no review will be performed.

b) To Consider Insurance Quotations

c) [Councillors considered three insurance quotations and Approved the CAS Parish Protect Insurance, subject to the resolution of a query.](#)

d) 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
28/07/2024	S/O	Clerk's Salary - July		£ 216.00
28/08/2024	S/O	Clerk's Salary - August		£ 216.00
17/09/2024	7	Robinsons Church Wood Meeting Printing & Laminating		£ 14.50
17/09/2024	8	Royal British Legion - Poppy Wreath/Crosses		£ 34.99
17/09/2024	9	Clerk's Expenses August-September & Overtime		£ 125.25
17/09/2024	10	CAS Parish Protect Insurance - TBC		£ 356.77
17/09/2024	11	Durrants - Play Area Valuation		£ 360.00
17/09/2024	12	Clerk's Expenses - September Meeting		£ 15.05
		Total	£ -	£ 1,338.56
		Reserves		
		General Reserves		£ 8,457.01
		Restricted Reserves		£ 2,351.74
		Total		£ 10,808.75

Signed: _____ Chair

Date: _____

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e) Homersfield Playing Field Offer – update

HPCs solicitor is currently drafting the transfer document from HPC to Homersfield Community Park. Once completed and signed, the funds will be transferred.

f) Poppy Wreath & Crosses for Remembrance Day – update

The Clerk brought the Poppy Wreath and Crosses to the meeting in preparation for November's Remembrance Sunday.

g) Homersfield Bridge Information Board Repair – update

The District Councillors have approved the Grant for the Homersfield Bridge Information Board repair. The information board has been removed in preparation for the work.

5. New Policy

a) Church Wood Policy

Councillors unanimously Approved the Church Wood Policy.

6. Planning Applications and Decisions

Applications

a) Planning reference: DC/24/3302/TCA

Proposal: 1 x Oak (T1 on plan) - Remove snapped limb and damaged limbs on surrounding trees. 2 x Ash (T2 & T3 on plan) - Pollard at 4.5 - 5m

Site address: St Mary's Cottage, Church Lane, Homersfield, Harleston, Suffolk IP20 0ET

Consultation letter Date: 17 September 2024

Status: Pending

Councillors Supported this application with no comments.

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>)

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: Pending

Decisions

None

7. Homersfield's Playing Field – update

The Chair of Homersfield Community Park, Mrs Debbie Bird, reported that grass cutting and equipment repairs are progressing well. It is hoped that the park will reopen in the spring.

8. Homersfield Phonebox

Councillors requested that the Clerk contact the River Waveney Trust to inquire if they would be interested in setting up a display of their work in the phone box.

Action: Clerk

9. Homersfield Church Wood

a) Church Wood Planning Meeting - Monday 12th August at 6.00 pm – update

The notes from the meeting are now available on the HPC website. Councillors expressed disappointment that more parishioners did not attend the meeting or volunteer to assist with

Signed: _____ Chair

Date: _____

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work in the woods.

b) Removal of Circular Bench

Councillors Approved the removal of the circular bench and agreed to retain the plaque.

c) Cutting of the Bridleway

The bridleway through the woods is currently being maintained by parishioners. Councillors requested that the Clerk contact Suffolk County Council (SCC) to arrange further maintenance.

Action: Clerk

d) Steep Path Maintenance

No maintenance work was agreed upon for the steep path.

e) Bird and Bat Boxes

Cllrs agreed to install bird and bat boxes in the woods. The Chair will contact the tree warden to arrange a workshop.

Action: Chair

f) Welcome/Information Board Sign

Cllrs discussed various options for a welcome and information board at the woods entrance near the church. Suggestions will be drawn up, and a parishioner will be asked if they would like to create the artwork.

Action: LH/LE

g) Tree Surgery – Autumn 2024

Councillors Resolved to request a Ravenscroft tree survey in Autumn 2024, prior to the scheduled autumn tree maintenance.

Action: Clerk

h) Wood Working Parties – 28th September, 19th October & 27th October 2024 - 10:00-12:00 noon

Volunteers are welcome! A notice will be placed on the noticeboard and on HPCs website.

Action: LH/Clerk

10. Village Maintenance

a) Litter Pick Date - 12th October 2024 at 10 am

Volunteers welcome! A notice will be placed on the noticeboard and on HPCs website.

Action: LH/Clerk

b) Missing Church Lane Sign – update

Cllrs were informed that the Church Lane sign has now been reinstalled on the opposite side of the road.

c) Roadside Nature Reserve – Missing White Post– update

No update has been received from Suffolk County Council (SCC). The Clerk will circulate the SCC interactive map of Roadside Nature Reserves.

d) Jubilee Oak Tree Replacement – c/f

The Clerk will order the replacement tree.

Action: Clerk

11. Correspondence

a) Rural Coffee Caravan

The Rural Coffee Caravan is an established Suffolk charity that addresses rural isolation, loneliness and difficulties accessing information that supports happy, healthy, independent living. They do this using mobile 'community cafes' that effectively set up a social space in a rural place. Their friendly inclusive service is completely free.

Cllrs agreed that it would be a good idea to invite the Coffee Caravan to visit Homersfield when the play area reopens next year.

b) Marquee Hire

The Chair informed the council that she had received £10.00 from a parishioner who hired HPC's marquee.

Signed: _____ Chair

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

a) Parking by the Bus Shelter – update

Cllrs confirmed that the yellow 'no parking' road markings have now been installed, and they hoped that this would make the area safer for school children catching the bus.

Cllrs asked the Clerk to find out what has happened to Homersfield's replacement entrance sign.

Action: Clerk

b) Speeding – c/f

13. To Receive items for the next Agenda

a) Budget and Precept Setting

b) Village Communication

14. To Confirm the Future Meeting Dates:

- Tuesday 19th November 2024 at 6.00 pm

The meeting ended at 8.00 pm

Signed: _____ Chair

Date: _____