

Homersfield Parish Council

PARISH COUNCIL MEETING

Homersfield Black Swan

Tuesday 16th September 2025 at 6.00 pm

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

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: Alex Bond, Communities Officer

A. Public Forum – for Members of the Public

Alex Bond, the new Communities Officer for Beccles, Bungay, Halesworth and surrounding villages, attended the meeting and gave an overview of her role. She explained that her work includes supporting the development of local provision. The division is split into eight partnerships which aim to help address isolation, loneliness, mental health and wellbeing, as well as protecting green spaces. There is funding of £25,000 available for community groups, and Alex has already helped to support a project in St. Cross. The community partnership seeks to bridge gaps within communities and provide support for local groups and parish councils.

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

County Councillor Judy Cloke and the District Councillors sent apologies and reports:

<https://homersfield-pc.gov.uk/parish-council/meetings/>

MINUTES

1. To Approve Apologies for Absence

None

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

None

3. To Approve the Minutes of the Meetings held on Tuesday 15th July 2025

The Minutes from the Meeting held on Tuesday 15th July 2025 were confirmed unanimously as a true and accurate record and signed by the Chair.

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

None. The Clerk to check that the co-option advert is still being advertised in the Community News parish magazine.

Action: Clerk

5. Finance

a) Certificate of Exemption for 2024/25

Cllrs noted the External Auditors Notification of Exempt Status 2024/25 with no review to be performed.

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

Councillors Resolved unanimously to Approve the following Receipts and Expenditure:

Signed: _____ Chair

Date:

Homersfield Parish Council

DATE	REFERENCE	DETAILS	RECEIPTS	EXPENDITURE
28/07/2025	S/O	Clerk's Salary - July		£ 226.08
30/07/2025	8	Clerk's Backpay		£ 29.44
31/07/2025	D/D	Bank Fee		£ 6.00
28/08/2025	S/O	Clerk's Salary - August		£ 233.44
28/08/2025	D/D	Bank Fee		£ 6.00
16/09/2025	9	Clerk's Expenses - August-September		£ 28.00
16/09/2025	10	EPS Transfers - Roadside Reserve Sign		£ 14.40
16/09/2025	11	RBL Poppy Wreath		£ 20.00
16/09/2025	12	Zurich Insurance		£ 241.00
16/09/2025	13	Meeting Costs		£ 10.85
		Total	£ -	£ 815.21
		Reserves		
		General Reserves		£ 9,763.44
		Restricted Reserves		£ 11,851.74
		Total		£ 21,615.18

c) To Consider and Review Insurance Quotations

Councillors Considered and Reviewed the Insurance Quotations and Agreed unanimously to Approved the Zurich Insurance quotation.

d) Poppy Wreath for Remembrance Day – update

The Clerk had received the Remembrance Poppy Wreath and gave it to the Chair.

e) Church Wood's Information Board – update

Cllr Kent has drawn the new Church Wood Information Board and brought it to the meeting. Councillors were very pleased and thanked him for his hard work, noting that the board is of a very high standard. The wording, which was discussed, still needs to be added. Once finalised, the board will be scanned and sent to the Clerk to be produced as an A1 lectern-style information board and sited in Church Wood.

f) Village Sign Memorial Wooden Crosses – update

The Village Sign Memorial wooden crosses have been made free of charge by Mr C. Taylor from Ditchingham. Once in place in November they will be photographed and a letter of thanks, with the photograph, will be sent to him.

6. Planning Applications and Decisions

Applications

None

Decisions

None

7. Homersfield Phonebox

Cllr Bird is planning a community display involving local children's clubs and societies. **Action: DB**

8. Homersfield Church Wood

a) Wood Working Party - Saturday 6th September 2025 – update

Three people attended the Wood Working Party in September. They cleared paths, planted a donated ash tree and carried out general tidying of the area.

b) Removal of Circular Bench – c/f

Signed: _____ Chair

Date:

Homersfield Parish Council

c) Tree Surgery

The Council requested the Clerk to contact McCarthy, their tree surgeon, to obtain a quotation to complete the work identified in the last tree survey for trees T1 to T5. **Action: Clerk**

9. Homersfield Community Park

Cllr Bird reported that no volunteers have come forward to cut the grass in the play area. The Committee may now need to employ a contractor to carry out this work.

10. Village Maintenance

a) Nature Reserve White Posts – update

The Chair was pleased to report that a new sign has now been purchased to mark the Nature Reserve. A post, 14 cm square x 140 cm, needs to be purchased and both posts painted white.

b) Noticeboard

The Chair informed that the noticeboard needs a repaint and will check whether sufficient paint is available. **Action: Chair**

The Clerk is to contact the handyman for a quotation for the above work. **Action: Clerk**

c) Street Light Church Lane

The Chair agreed to contact the property owners of the garden on Church Lane to request that their trees be cut back so that light from the street lamp can be seen along the lane. **Action: Chair**

11. Correspondence

a) Parishioner's Letter – Children Playing in Homersfield

The Council received an email from a parishioner regarding children playing in the village.

The parishioner noted that the local playing field was closed with little explanation, although the reasons have been minuted at every meeting for the last few years.

Concerns were also raised that children using the park are reprimanded for being noisy, and those exploring the nearby woods or building dens are also told off. The latest issue highlighted relates to children riding their bikes near the park along quiet roads adjacent to houses.

The Council discussed the letter and noted that no Councillor has spoken to any children regarding noise or play concerns, making it unclear who has been addressing these issues.

The Chair responded to the parishioner by email but received no reply. A printed copy of the letter was subsequently delivered to the parishioner's home, inviting them to meet and discuss the concerns; no response has been received.

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

a) East Suffolk Council Free Packs of Daffodil Bulbs Offer – c/f

b) Litter Pick – 11th October 2025 at 10.00 am

East Suffolk Council has been scheduled to collect all the rubbish gathered on the day and has requested a photo of the collected rubbish.

c) Coffee Caravan Invitation – update

Cllrs hope that the Coffee Caravan can be booked for next spring, with the event to be held in the play area.

d) Village Communication – update

The Chair circulated the What's On for October–November 2025, which will be circulated in the Community News parish magazine. The Clerk will also place a copy on the HPC website. **Action: Clerk**

Signed: _____ Chair

Date:

Homersfield Parish Council

e) Storage Shed

Cllrs discussed the possibility of siting a storage shed at the play area to store some of the Parish Council's assets. The proposed size is approximately 10 feet by 8 feet. Cllr Kent said he would check with the Planning Authority to determine whether planning permission would be required. The Clerk to obtain some quotations.

Action: PK/Clerk

13. To Receive items for the next Agenda

a) Budget & Precept Setting

14. To Confirm the Future Meeting Dates:

- Tuesday 18th November 2025 at 6.00 pm

The meeting ended at 7.41 pm

Signed: _____ Chair

Date: