

Swillington Village Council  
Clerk: Mrs K Goodare  
Swillington Village Hall, Church Lane, Swillington, LS26 8DX  
Email: [clerk@swillingtonvillagecouncil.gov.uk](mailto:clerk@swillingtonvillagecouncil.gov.uk)



31<sup>st</sup> January 2023

You are invited to attend the next meeting of Swillington Village Council, to be held on **TUESDAY 6<sup>TH</sup> FEBRUARY 2024** at 7.30pm in Swillington Village Hall.

A handwritten signature in black ink, appearing to be "Ke", representing Mrs K Goodare.

Mrs K Goodare (Clerk)

*There will be a public session prior to the meeting from 7.15pm. Members of the public are welcome to attend the meeting.*

### **AGENDA**

1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
2. 2.1 To receive apologies.  
2.2. To approve reasons for absence given by councillors.
3. 3.1 To receive declarations of interest from councillors on items on the agenda.  
3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.  
3.3 To receive, consider and decide upon any applications for dispensation.
4. To confirm the minutes of the meeting held on 5<sup>th</sup> December 2023 as a true and correct record.
5. To receive information on the following ongoing issues and decide further action where necessary:
  - 5.1 Swillington Trailer Hire land (*Cllrs Brama, Knox and Musther*)
  - 5.2 Problems with the verge on the corner of Church Lane and Neville Grove (*Cllr Cummings*)
  - 5.3 Response to the West Yorkshire Combined Authority bus consultation (*Cllr Cummings*)
6. To receive and to consider actions and decisions to be taken:
  - 6.1 Report received from the Chair
  - 6.2 Reports received from representatives
  - 6.3 Reports received from working parties
  - 6.4 Clerk's Report received

- 6.5 Correspondence received, including:
  - 6.5.1 To consider the request to support the Hedgehog Highway scheme
  - 6.5.2 To consider the email received from a resident concerned about speed and parking on Church Lane
  
- 7. Matters requested by councillors:
  - 7.1 To consider the cost for a password management system for use of the Clerk – *Cllr Knox*
  - 7.2 To consider any Council action regarding the availability of affordable range groceries at village shops – *Cllr Lewin*
  
- 8. To consider and decide on the following planning applications:
  - 8.1 23/07131/FU/E 9 St Marys Avenue
  - 8.2 24/00414/FU/E 47 Wakefield Road
  
- 9. To consider and decide upon the following Council policies:
  - 9.1 Biodiversity Policy (new)
  - 9.2 Whistleblowing Policy (new)
  - 9.3 Equal Opportunities Statement (new)
  - 9.4 Allotment Tenancy Agreement (updated) and associated rules with respect to erecting structures on allotments (updated)
  
- 10. Committees and Working Parties:
  - 10.1 To consider the Community Emergency Plan Working Party terms of reference
  - 10.2 To consider the Village Hall Management Committee terms of reference
  - 10.3 To consider the addition of two Cllrs to the staffing committee
  - 10.4 To consider the addition of a Cllr to the finance committee
  
- 11. To consider and decide on the following purchases:
  - 11.1 Laptop for use by the Clerk
  - 11.2 Hard drive
  
- 12. Village and community matters:
  - 12.1 To consider a grant application from Swillington Scorpions rounders team
  - 12.2 To receive an update on the funding and purchase of a defibrillator and to consider and decide any further actions to be taken
  - 12.3 To consider the vacant allotment plots at the Swillington Lane and Crescent sites, including the possibility of splitting the available Crescent plot into two plots
  - 12.4 To consider the latest independent playground report and decide on any action to be taken
  - 12.5 To consider the correspondence received from St Mary's Church regarding a notice of intention to transfer maintenance responsibility to Swillington Village Council and to consider and decide on whether the Village Council wishes to pass on the maintenance responsibility to Leeds City Council
  - 12.6 To consider and decide on plans for the Annual Village Meeting

13. Events matters:

13.1 To receive an update on recent events and consider any suggestions for improvement

13.2 D-Day 80<sup>th</sup> anniversary 6<sup>th</sup> June 2024

13.2.1 To receive an update from Cllrs Lewin and Sissons on beacon research and costings

13.2.2 To receive any updates from Cllrs on arrangements for the beacon and the weekend events, and consider any further actions to be taken

13.3 To consider the purchase of soft matting for the Village Hall to be used at events such as the Little Cinema

14. Financial matters:

14.1 December 2023 and January 2024 spend reconciled to the bank statement

14.2 Agree payment items

14.3 Budget update

14.4 To confirm the precept amount requested from Leeds City Council as £34,135

15. To notify the clerk of matters for inclusion on the agenda of the next meeting

16. To confirm the date of the next meeting as Tuesday 6<sup>th</sup> March 2023

16.1 To note the dates and times of upcoming meetings