**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 2nd of July 2019 at 7.30 pm at the Village Hall.**

**Present** Cllrs Smith, Williams, Coleman, Woodhead, Carriss-Wright, Dunkerley, Young, Crossley- Rudd and Donson.

Village Clerk Diane Brown

2 members of the public were in attendance

**Agenda**

**19.45 Apologies**

All Cllrs in attendance.

**19.46 To receive any amended declarations of interest from members**

None received.

**19.47 To identify any items for discussion that may require the exclusion of the press and public**.

There were none

**19.48 To approve the minutes of the Council Meeting of the 4th of June 2019.**

**It was resolved to approve the minutes of the 4th of June 2019.**

**19.49 To receive reports from**

**a) Local Community Policing Team**

There was both a timely report and attendance from the Policing Team. The Chair welcomed PCSO Andy Hurley and Ward Manager PC Brent De Freitas to the meeting. PCSO Hurley explained the crime figures in detail. The Chair thanked the Policing Team for their attendance.

**b) Public Rights of Way Footpath Warden**

The Chair read out the footpath report which will be forwarded to Leeds CC for action. All footpaths have now been cut but Cllr Dunkerley said there was a problem with footpath 3 being overgrown which will be investigated. Owing to the weather conditions there may have to be an extra cut of the footpaths this year.

**c) Children’s Playgrounds/ Litter Picker**

Cllr Williams gave an update as to his weekly checks on the playground. There has been a parts failure on the basket swing and new parts have been ordered. The Clerk is to contact the new litter picker with a form on which she can report.

**d) Allotments Representative**

Cllr Donson gave an update there is a new allotment holder on the Lane and 2 prospective candidates for the vacancies at the Crescent and the Lane Sites. Cllr Dunkerley said that there was still a problem with cultivated paths at the Lane Allotment Site. The Clerk was asked to investigate and contact the relevant allotment holders.

**e) Swillington Education Charity Representative**

Cllr Judith Woodhead updated the meeting. The Educational Charity had met earlier that day to discuss the applications for grant funding. The Trustees had been pleased with the number of applications received with the total of grant requests exceeding the amount held by the charity. There will be another meeting on August the 6th.

**f) Village Hall Reporting – All relevant aspects**

Cllr Judith Woodhead updated the meeting stating that the old chairs were being disposed of and that there was a problem with the disposal of bottles after parties and that the Village Hall Committee was considering differing methods of disposal.

**g) Speed Indicator Updates (SID’s)**

Cllr Coleman updated the meeting, both SID’s are working well and are slowing traffic down and making a positive difference to road safety in the village. The violation rate on one camera has increased and Cllr Coleman was considering shortening the radar to increase its effectiveness.

**h) Report from the Chair- Copy distributed prior to the meeting**

This report was discussed and noted.

**i) June Delegated Expenditure**

There was one item of expenditure of £135.46 for parts to repair the basket swing in the playground. **It was resolved that this was legitimate council expenditure**.

**19.50 Request for a Grant from Swillington in Bloom - To consider and decide**

**It was resolved to grant the request from the Group for a grant for £1,000.00 for them to** **continue their appreciated work in the Village**. Cllr Smith declared an interest and did not partake in the discussion.

**19.51 Banking Mandate Change- To consider and decide**

The Council has changed its title and this matter was resolved at a previous meeting with the appropriate course of action taken with all stakeholder organisations. The change of title is now legal and the last hurdle to complete is to inform the bank. The Chair updated the meeting regarding this and that there had to be a change to the banking mandate which needs to be signed by the other two signatories Cllrs Woodhead and Donson. She will action this before the next meeting.

**19.52 New Accessibility Standards- For information.**

The Chair and the Clerk updated the meeting regarding the new standards. Vision ICT the Council’s website provider is to provide future information so that the Council remains compliant. There will be a charge for this service, but the cost is currently unknown.

**19.53 To receive any information on the following on going issues and decide further action where necessary**

**a) Parking on Hill Crest.**

Leeds CC is to repair the damaged areas caused by illegal parking. A discussion took place as to what measures could be taken in the future to prevent this type of damage.

**b) Flexible Planning Church Lane- Illegal Flue**

This is still ongoing with no sign of any positive resolution.

**c) Land at the rear of Church Crescent Allotments**

This matter is on-going, and the Clerk was asked to contact the solicitor for an update.

**d) Enforcement Notification 19/00336/UOPS3**

Leeds CC state that the landowner is going to complete a retrospective planning application for the unauthorised access. The Enforcement Officer stated that there was not a Tree Preservation Order on the now dead tree. Councillors feel that the landowner was fortunate not to have caused third party injury owing to their negligence in this matter.

**e) Steps at Scott Close**

Leeds CC has stated that the project has had to be put on hold temporarily as the land in question does not appear to be registered with Land Registry. This is a longstanding agenda item which hopefully will be addressed soon.

**f)** **The need for a crossing on the A63 Selby Road**.

Leeds CC has stated that there is no need for a crossing at this point. The Clerk has contacted Leeds CC refuting this and is awaiting a response.

**19.54 To receive and consider any current planning proposals.**

**a**) **19/03180/FU/E Two porter cabins unit 19 Astley Lane Industrial Estate**

This application was discussed, and the Village Council has no objections to it.

**b) 19/0489/FU/E Single storey side and rear extension 94 Wakefield Road**

This application was discussed, and the Village Council has no objections to it.

**c) 19/03527/FU/E Installation of an Air Source Heat Pump Swillington Clinic**

This application was discussed, and the Village Council has no objections to it.

**d) 19/03647/I/E Smeaton House windows listed building application**

This application was discussed, and the Village Council has no objections to it.

**19.55 Financial Information to receive and consider the financial accounts.**

**a) June 2019 accounting statements have been reconciled to the village council bank statements and presented to the Council.**

The payments totalling £3,469.61 were agreed and initialled by all Cllrs present and then authorised by the Chair.

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Item Purchased** | **Amount** | **Date** |
| **Viv and Brian Lowe** | **Weed killer** | **£40.00** | **11/06/2019** |
| **YLCA** | **Cllr Training** | **£115.00** | **14/06/2019** |
| **YLCA** | **Seminar** | **£240.00** | **14/06/2019** |
| **Glasdon UK** | **Litter picking equipment** | **£485.06** | **17/06/2019** |
| **Diane Brown** | **Clerk expenses** | **£59.93** | **26/06/2019** |
| **Cllr Jacqui Smith** | **Chair expenses** | **£102.32** | **26/06/2019** |
| **HMRC** | **Tax** | **£206.33** | **26/06/2019** |
| **CISWO** | **Rent** | **£946.89** | **26/06/2019** |
| **Salaries** | **3 members of staff** | **£1,274.08** | **28/06/2019** |

**b) Budget 2019/20**

The budget for 2019/20 was discussed **and it was resolved that this was an accurate forecast of the coming year.** Owing to the reduction in staffing costs there has been a few budgets virements. Several proposed council projects are not to go ahead leaving monies for other community improvement projects. The Chair suggested much needed interior improvements to the Village Hall. The hall is looking tired and needs refurbishment, she will speak to the Village Hall Committee and obtain quotes for the next meeting. Any improvements in the hall facilities should increase its usage but the present booking system needs addressing. Cllr Carriss-Wright suggested a Sensory Garden and Cllr Donson suggested a clean air zone outside the School. These will all be on the September Agenda.

**19.56 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**The YLCA Joint Annual Meeting 2019 will take place on the 13th of July, the Chair and Cllr Woodhead are unable to attend, and no other Cllrs are available. The Clerk was instructed to pass on the apologies of the Village Council.

**19.57 To consider and agree dates of the next meeting of the Council.**

The next meeting of the Village Council will be on Tuesday the 3rd of September. Please note that there is no meeting in August.

This part of the meeting ended at 8.40 pm.

**Public Participation**

Items discussed included;

* Mrs Margaret Best thanked the Village Council for the grant for Swillington in Bloom
* She also asked if a bench could be placed in front of the school in place of one of the dismantled flower boxes. The Clerk will contact the school to enquire.
* A resident wished to know when the fence will be removed on the land at the rear of Church Crescent Allotments. The Chair updated the resident on this matter.

The meeting closed at 8.50 pm.

**Diane Brown**

Village Clerk and Responsible Financial Officer Swillington Village Council

Signed by Cllr Jacqui Smith Chair Swillington Village Council

……………………………………………………….. Date ………………………...